

City of Kelowna

Regular Council Meeting

AGENDA



Monday, October 5, 2020
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-video feed is being broadcast and recorded on kelowna.ca and a delayed broadcast is shown on Shaw Cable.

In accordance with Order of the Provincial Health Officer on Gatherings and Events, the City is required to collect the first and last name and telephone number or email address of everyone attending a Council meeting. Thank you for your co-operation.

2. Confirmation of Minutes

3 - 12

PM Meeting - September 28, 2020

3. Development Application Reports & Related Bylaws

3.1 East Kelowna Area - LUCT18-0012 (BL11727) - Various Owners

13 - 28

To consider the Land Use Contract Termination on the subject properties identified in 'Schedule A'.

3.2 East Kelowna Area - BL11727 (LUCT18-0012) - Various Owners

29 - 31

To give Bylaw No. 11727 first reading in order to early terminate LUC78-1034 from multiple properties as per Schedule 'A'.

3.3 Pinehurst Cres 1508 - Z20-0054 (BL12108) - David and Marti Gramlich

32 - 51

To rezone the subject property from the RU1 – Large Lot Housing zone to the RU1c – Large Lot Housing with Carriage House zone to allow for the conversion of an existing detached garage into a carriage house.

- | | | |
|---|---|-----------|
| 3.4 | Pinehurst Cres 1508 - BL12108 (Z20-0054) - David and Marti Gramlich | 52 - 52 |
| | To give Bylaw No. 12108 first reading in order to rezone the subject property from the RU1 – Large Lot Housing zone to the RU1c – Large Lot Housing with Carriage House zone. | |
| 3.5 | Richter St 1080-1090 - DP20-0052 - Bromaxx Property Group., Inc. No. BC1021305 | 53 - 83 |
| | To consider the form and character of a brewery and distillery expansion. | |
| 3.6 | Cary Rd 1638 - DP20-0107 - 1099732 BC Ltd Inc. No. BC1099732 and 1087253 BC Ltd Inc. No. BC1087253 | 84 - 111 |
| | To consider the form and character for a proposed car dealership. | |
| 4. Non-Development Reports & Related Bylaws | | |
| 4.1 | Complimentary Saturday Parking in December 2020 | 112 - 114 |
| | To obtain approval from Council to provide complimentary on-street parking in the downtown area on Saturdays for the month of December 2020. | |
| 4.2 | City-Central Okanagan Journey Home Society MOU | 115 - 152 |
| | To obtain Council approval of a Memorandum of Understanding (MOU) between the City and Central Okanagan Journey Home Society (COJHS) focused on supporting the implementation of the Journey Home Strategy. | |
| 5. Bylaws for Adoption (Non-Development Related) | | |
| 5.1 | BL12109 - Removal of Temporary Delegation Authority Bylaw | 153 - 154 |
| | To adopt Bylaw No. 12109 to update the Development Application Procedures Bylaw and the Delegation of Authority Bylaw. | |
| 6. Mayor and Councillor Items | | |
| 7. Termination | | |



City of Kelowna Regular Council Meeting Minutes

Date: Monday, September 28, 2020
Time: 1:30 pm
Location: Council Chamber
City Hall, 1435 Water Street

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

Members participating remotely Councillor Charlie Hodge

Staff Present City Manager, Doug Gilchrist*; Deputy City Clerk, Laura Bentley, Planner Specialist, Wesley Miles*; Planner II, Kimberly Brunet*; Urban Planning Manager, Jocelyn Black*; Development Planning Department Manager, Terry Barton*; Divisional Director, Planning & Development Services, Ryan Smith*; Property Officer II, Tracey Hillis*; Real Estate Services Manager, Mike Olson*; Mobility Specialist, Matt Worona*; Utility Services Manager, Kevin Van Vliet*; Community Safety Director, Darren Caul*; Crime Prevention Supervisor, Colleen Cornock*; Planner Specialist, Ross Soward*; City Clerk, Stephen Fleming*; Legislative Coordinator (Confidential), Clint McKenzie*

(*Denotes partial attendance)

1. Call to Order

Mayor Basran called the meeting to order at 1:33 p.m.

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-video feed is being broadcast and recorded on kelowna.ca and a delayed broadcast is shown on Shaw Cable.

2. Confirmation of Minutes

Moved By Councillor Wooldridge/Seconded By Councillor Given

(Ro615/20/09/28) THAT the Minutes of the Regular Meetings of September 14, 2020 be confirmed as circulated.

Carried

3. Development Application Reports & Related Bylaws

3.1 4145 June Springs Rd - A19-0004 - Donna Muriel Nicholas

Staff displayed a PowerPoint presentation summarizing the application and responded to questions from Council.

Councillor Donn joined the meeting at 1:40 pm.

Peter Klimuk, Harvey Avenue, Applicant:

- Spoke to previous subdivisions of the property.
- Displayed potential subdivision plan for homesite severance.
- Displayed map of subject property and surrounding properties.
- Spoke to zoning, area, and land uses of surrounding properties.
- Outlined potential use of small agricultural properties.
- Confirmed the application is not to exclude the property from the ALR.
- Responded to questions from Council.

Staff responded to questions from Council.

Moved By Councillor Singh/Seconded By Councillor Given

Ro616/20/09/28 THAT Agricultural Land Reserve Application No. A19-0004 for Lot 2, Sections 2 and 3, Township 26, ODYD, Plan KAP88080 located at 4145 June Springs Road, Kelowna, BC to subdivide land within the Agricultural Land Reserve, pursuant Section 21(2) of the Agricultural Land Commission Act, NOT be supported by Council;

AND THAT Council NOT direct Staff to forward the subject application to the Agricultural Land Commission for consideration.

Carried

3.2 Willow Cr 1715 - Z20-0057 (BL12104) - Faith Jenelle McKenzie and Clint Douglas McKenzie

Recording Secretary McKenzie left the meeting at 2:03 p.m.

Staff displayed a PowerPoint presentation summarizing the application.

Moved By Councillor Singh/Seconded By Councillor Stack

Ro617/20/09/28 THAT Rezoning Application No. Z20-0057 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot 2 Section 29 Township 26 ODYD Plan 14444, located at 1715 Willow Crescent, Kelowna, BC from the RU1 – Large Lot Housing zone to the RU1c – Large Lot Housing with Carriage House zone be considered by Council;

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

Carried

3.3 Willow Cr 1715 - BL12104 (Z20-0057) - Faith Jenelle McKenzie and Clint Douglas McKenzie

Moved By Councillor Given/Seconded By Councillor Wooldridge

Ro618/20/09/28 THAT Bylaw No. 12104 be read a first time.

Carried

Recording Secretary McKenzie rejoined the meeting at 2:07 p.m.

3.4 Tataryn Rd 916 - Z20-0056 (BL12105) - Tomasius Floire Phoebus

Staff displayed a PowerPoint summarizing the application.

Moved By Councillor Sieben/Seconded By Councillor Given

Ro619/20/09/28 THAT Rezoning Application No. Z20-0056 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot 6 District Lot 137 Osoyoos Division Yale District Plan 17047, located at 916 Tataryn Road, Kelowna, BC from the RU1 – Large Lot Housing zone to the RU1c – Large Lot Housing with Carriage House 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 subsequent to the approval of the Ministry of Transportation and Infrastructure;

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

Carried

3.5 Tataryn Rd 916 - BL12105 (Z20-0056) - Tomasius Floire Phoebus

Moved By Councillor Wooldridge/Seconded By Councillor Given

Ro620/20/09/28 THAT Bylaw No. 1205 be read a first time.

Carried

3.6 Abbott St 3031 and 3041 - OCP20-0004 (BL12106) Z20-0007 (BL12017) - 1176909 B.C. Ltd., Inc. No. BC1176909

Staff introduced the new Urban Planning Manager.

Staff displayed a PowerPoint presentation summarizing the application and responded to questions from Council.

Moved By Councillor Given/Seconded By Councillor DeHart

Ro621/20/09/28 THAT Official Community Plan Map Amendment Application No. OCP20-0004 to amend Map 4.1 in the Kelowna 2030- Official Community Plan Bylaw No. 10500 by changing the Future Land Use designation of Lots 7 and Lot 8, Block 2, District Lot 14 Osoyoos Division Yale District Plan 4743, located at 3031 and 3041 Abbott Street, Kelowna, BC from the MRM- Multiple Unit Residential (Medium Density) designation to the MXR- Mixed Use (Residential/Commercial) designation, be considered by Council;

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

AND THAT Rezoning Application No. Z20-0007 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lots 7 and Lot 8, Block 2, District Lot 14 Osoyoos Division Yale District Plan 4743, located at 3031 and 3041 Abbott Street, Kelowna, BC from the RU1- Large Lot Housing zone to the C4- Urban Centre Commercial zone, be considered by Council;

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

AND THAT the final adoption of the Rezoning Bylaw be considered subsequent to the outstanding conditions of approval as set out in Schedule "A" attached to the Report from the Development Planning Department dated September 28, 2020;

AND FURTHER THAT final adoption of the OCP Amendment and Rezoning Bylaw be considered in conjunction with Council's consideration of a Development Permit and Development Variance Permit.

Carried

Councillor Hodge - Opposed

3.7 Abbott St 3031 and 3041 - BL12106 (OCP20-0004) - 1176909 B.C. Ltd., Inc. No. BC1176909

Moved By Councillor Given/Seconded by Councillor Singh

Ro622/20/09/28 THAT Bylaw No. 12106 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

Councillor Hodge - Opposed

3.8 Abbott St 3031 and 3041 - BL12107 (Z20-0007) - 1176909 B.C. Ltd., Inc. No. BC1176909

Moved By Councillor Singh/Seconded by Councillor Given

Ro623/20/09/28 THAT Bylaw No. 12107 be read a first time.

Carried

Councillor Hodge - Opposed

3.9 Abbott Newsom Road Closure

Staff were available for questions regarding the road closure.

Moved By Councillor Wooldridge/Seconded By Councillor Donn

Ro624/20/09/28 THAT Council receives, for information, the Report from the Real Estate Services Department dated September 28, 2020, regarding the proposed closure of a portion of road adjacent to 3031 and 3041 Abbott Street, and 425 Newsom Avenue;

AND THAT Bylaw No. 12093, being proposed road closure of a portion of road adjacent to 3031 and 3041 Abbott Street, and 425 Newsom Avenue be given reading consideration.

Carried

3.10 BL12093 - Road Closure - portion of Abbott Street

Moved By Councillor Stack/Seconded By Councillor Sieben

Ro625/20/09/28 THAT Bylaw No. 12093 be read a first, second and third time.

Carried

3.11 2268, 2276, 2284 and 2292 Speer Street, 2269 Pandosy Street - DP20-0087 - Interior Health Authority

Staff displayed a PowerPoint presentation summarizing the application.

Moved By Councillor Given/Seconded By Councillor Donn

Ro626/20/09/28 THAT Council authorizes the issuance of Development Permit No. DP20-0087 for the subject properties:

Subject to the following:

1. The dimensions and siting to be constructed on the land be in accordance with Schedule "A,"
2. Landscaping to be provided on the land be in accordance with Schedule "B"

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. Bylaws for Adoption (Development Related)

4.1 Rains Rd 195, BL11868 (Z17-0034) - Andrea Harrison

Moved By Councillor DeHart/Seconded By Councillor Stack

Ro627/20/09/28 THAT Bylaw No. 11868 be adopted.

Carried

4.2 Primrose Rd 435, BL11998 (Z19-0142) - Shaída Langley

Moved By Councillor Stack/Seconded By Councillor DeHart

Ro628/20/09/28 THAT Bylaw No. 11998 be adopted.

Carried

4.3 Ethel St 907, TA18-0010 (BL11752) - Emil Anderson Construction Co.Ltd., Inc. No.172775

Moved By Councillor Singh/Seconded By Councillor Stack

Ro629/20/09/28 THAT Council waives the requirements as set out in Schedule "B" to be considered with final adoption of Zoning Bylaw Text Amending Bylaw No. 11752;

AND THAT Council waives the requirement for a Development Variance Permit to be considered in conjunction with final adoption of Zoning Bylaw Text Amending Bylaw No. 11752;

AND FURTHER THAT final adoption of Zoning Bylaw Text Amending Bylaw No. 11752 be considered by Council.

Carried

4.4 Ethel St 907, BL11752 (TA18-0010) - Emil Anderson Construction Co. Ltd., Inc. No. 172775

Moved By Councillor DeHart/Seconded By Councillor Stack

R0630/20/09/28 THAT Bylaw No. 11752 be adopted.

Carried

5. Non-Development Reports & Related Bylaws

5.1 Licence of Occupation - Bellevue Creek Greenway

Staff presented a PowerPoint presentation summarizing the proposed licence of occupation and responded to questions from Council.

Moved By Councillor DeHart/Seconded By Councillor Wooldridge

R0631/20/09/28 THAT Council will agree to acquire the Licence for the term of 30 years from the Province over the land that part of District Lot 357 shown as returned to Crown on Plan 29704 together with those parts of Section 25, Township 28, shown as returned to Crown on Plans 41781, 42853, 35670, KAP53791, and EPP70707, all of Similkameen Division Yale District, containing 1.79 hectares, more or less, for the purpose of use, occupation and maintenance of a local/regional park;

AND THAT the Mayor and City Clerk be authorized to execute the attached Licence of Occupation and Management Plans as outlined in the report from the Real Estate Services Department dated September 28, 2020.

Carried

5.2 Active Transportation Capital Projects - Budget Amendments

Staff provided a PowerPoint presentation summarizing the grant funding and proposed budget amendments.

Moved By Councillor Singh/Seconded By Councillor Wooldridge

R0632/20/09/28 THAT Council receives, for information, the report from the Integrated Transportation Department dated September 28, 2020, with regards to the Active Transportation Capital Projects – Budget Amendments;

AND THAT the 2020 Financial Plan be amended to reflect the \$500,000 in grant funding received from the BC Active Transportation Infrastructure Grant to support the Ethel 3C DCC (Rose – Raymer) Active Transportation Corridor (ATC) project;

AND THAT the 2020 Financial Plan be amended to include the new Casorso 4 DCC (Raymer Ave - KLO Rd) ATC project, funded from a transfer of \$150,000 from the Ethel 3C DCC ATC project;

AND THAT the 2020 Financial Plan be amended to add \$60,000 to Casorso 3 DCC (KLO Rd - Barrera Rd) ATC project funded from a transfer from the Ethel 3C DCC ATC project;

AND THAT the 2020 Financial Plan be amended to include the new Abbott (Rose Ave - Cedar Ave) protected bike lane project, funded from a transfer of \$100,000 from the Ethel 3C DCC ATC project;

AND FURTHER THAT the 2020 Financial Plan be amended to include the new Houghton 2 DCC (Hollywood Rd - Rutland Rd) ATC project, funded from a transfer of \$50,000 from the Ethel 3C DCC ATC project.

Carried

5.3 Water Rates 2021 - Agricultural

Staff:

- Provided an update on feedback and input from other water providers and the AAC regarding agricultural water rates.
- Outlined the proposed agricultural water rates.
- Responded to questions from Council.

Moved By Councillor Given/Seconded By Councillor Stack

Ro633/20/09/28 THAT Council receive for information the report from the Utility Services Department, dated September 28, 2020, regarding Water Utility rates for Agriculture for 2021;

AND THAT Council direct staff to report with an amending bylaw for reading consideration to enact an Agricultural water rate of \$120 per acre along with tiered rates for exceeding a property's water allotment beginning January 1, 2021, as outlined in this report.

Carried

Councillors DeHart, Hodge, Sieben, Singh - Opposed

5.4 Community Safety Plan

Staff:

- Displayed a PowerPoint presentation summarizing the proposed plan and Steering Committee Terms of Reference.
- Outlined the governance structure and process.
- Spoke to the role of the Steering Committee.
- Provided milestones and next steps.
- Responded to questions from Council.

Moved By Councillor Wooldridge/Seconded By Councillor Sieben

Ro634/20/09/28 THAT Council receives, for information, the report from the Director of Community Safety, dated September 28, 2020, regarding the Community Safety Plan;

AND THAT Council endorses the Community Safety Plan Terms of Reference as provided in the report from the Director of Community Safety, dated September 28, 2020.

AND THAT Council directs staff to move forward with the development of the Community Safety Plan.

Carried

Councillor Donn - Opposed

5.5 2040 OCP Infill Housing Strategy and Infill Challenge Lessons Learned

City Manager left the meeting at 3:41 p.m. and Ryan Smith took over acting for the City Manager.

Staff:

- Displayed a PowerPoint summarizing the update on infill outcomes and direction for the 2040 OCP.
- Outlined lessons learned from the RU7 implementation.
- Spoke to feedback from OCP infill workshops.

City Manager rejoined the meeting at 4:02 p.m.

Moved By Councillor Sieben/Seconded By Councillor Stack

Ro635/20/09/28) THAT Council receives for information, the report from the Policy & Planning Department, dated September 28, 2020;

AND THAT Council direct staff to proceed with the proposed projects to support the 2040 Draft OCP Infill Housing Strategy in 2020-2021 as described in the report from Policy and Planning on September 28, 2020.

Carried

5.6 COVID-19 Pandemic Delegations of Authority Supplemental

Moved By Councillor Sieben/Seconded By Councillor Singh

Ro636/20/09/28) THAT Council receives, for information, the Report from the Office of the City Clerk dated September 28, 2020 recommending that Council adopt Bylaw No. 12109;

AND THAT Bylaw No. 12109, being Removal of Temporary Delegation of Authority Bylaw, be forwarded for reading consideration.

Carried

5.7 BL12109 - Removal of Temporary Delegation Authority Bylaw

Moved By Councillor Stack/Seconded By Councillor Dehart

Ro637/20/09/28) THAT Bylaw No. 12109 be read a first, second and third time.

Carried

5.8 Heritage Advisory Committee and Heritage Approvals

Staff displayed a PowerPoint presentation summarizing the Heritage Advisory Committee Terms of Reference and approval process and responded to questions from Council.

Moved By Councillor Sieben/Seconded By Councillor Singh

Ro638/20/09/28) THAT Council receives, for information, the report from the Office of the City Clerk dated September 28, 2020 with respect to the Heritage Advisory Committee Terms of Reference and heritage approvals.

Staff responded to further questions from Council.

Moved By Councillor Sieben/Seconded By Councillor Hodge

Ro639/20/09/28) THAT staff bring forward a report with information on the types of heritage applications and the levels of heritage protection available to Council.

Council did not consider the above motion and instead considered a new motion:

Moved By Councillor Sieben/Seconded By Councillor Hodge

Ro640/20/09/28) THAT staff bring forward information for a heritage policy and procedures workshop.

Carried

7. **Mayor and Councillor Items**

There were no items.

8. **Termination**

This meeting was declared terminated at 4:42 p.m.

Mayor Basran


Deputy City Clerk

LB/cm

DRAFT

REPORT TO COUNCIL



Date: October 5, 2020

To: Council

From: City Manager

Department: Development Planning Department

Application: LUCT18-0012

Owner: Multiple Owners

Address: Multiple Addresses

Applicant: The City of Kelowna

Subject: Land Use Contract Termination (LUC78-1034)

Existing OCP Designation: S2RES – Single/Two Unit Residential
PARK – Major Park / Open Space (Public)

Existing Zone: RR3 – Rural Residential 3
P3 – Parks and Open Space

1.0 Recommendation

THAT Land Use Contract Termination Application No. LUCT18-0012 to terminate LUC78-1034 from properties identified in 'Schedule A', located on Eastwood Drive, Eastwood Court, Sunshine Road, Summerside Drive and Suncrest Court, Kelowna, B.C. be considered by Council;

AND THAT the Land Use Contract Termination Bylaw be forwarded to a Public Hearing for further consideration.

2.0 Purpose

To consider the Land Use Contract Termination on the subject properties identified in 'Schedule A'.

3.0 Development Planning

Staff are bringing forth and are recommending this Land Use Contract (LUC78-1034) be terminated for the subject properties. The current LUC affects 57 properties, located on Eastwood Drive, Eastwood Court, Sunshine Road, Summerside Drive and Suncrest Court. The Land Use Contract currently restricts the use to single family residential.

The underlying zoning (RR3 – Rural Residential 3 & P3 – Parks and Open Space) fits with the established neighbourhood and is an appropriate zone for the existing land use. The P3 zoned property is used for the neighbourhood park, known as Summerside Park.



Properties to revert to RR3



Property to revert to P3

The Land Use Contract uses and regulations fit within the RR3 – Rural Residential 3 & P3 – Parks and Open Space zone however, the new zone does permit more uses (e.g. secondary suite).

4.0 Proposal

4.1 Background

Land Use Contracts were a tool regularly used in the 1970's before it was eliminated on November 15th 1978. The purpose of the tool was to allow local governments to arrive at agreements with specific developers to grant development rights over and above what was allowed under current zoning. This was typically done in exchange for commitments by developers to help finance the infrastructure costs of development.

Issues have arisen, specifically with the continued application of land use contracts as they supersede any subsequent bylaw dealing with land use and development including: Zoning Bylaws, Development Cost Charge Bylaws, and Development Permits. The Local Government Act was amended in 2014 stating all land use contracts in the province will be terminated as of June 30th 2024. Land use contracts will remain in force until that date unless terminated early by the municipality. By June 20th 2022, local governments must have appropriate zoning regulations in place to replace land use contracts upon their termination. However, LUC terminations (unlike LUC discharges) do not initially apply when Council adopts the bylaw. Terminations require a one-year grace period as outlined by the Local Government Act before the LUC is removed and the underlying zone comes into effect.

4.2 Project Description

Local governments must provide notice to each owner that the termination of land use contract is occurring and must provide notice of what the new zoning regulations apply to the land. The municipality must send additional letters after the one-year grace period is complete informing the property owners of which land use regulations apply to their properties.

Staff are recommending Council Notification Policy #367 including early notification and development signage be waived for all Land Use Contract terminations. Public consultation in this case is not

recommended as the notification policy is a City initiative and the elimination is mandate by the Local Government Act. Staff are suggesting the standard development notification, as outlined above, be sent to properties affected by the LUC under consideration for termination.

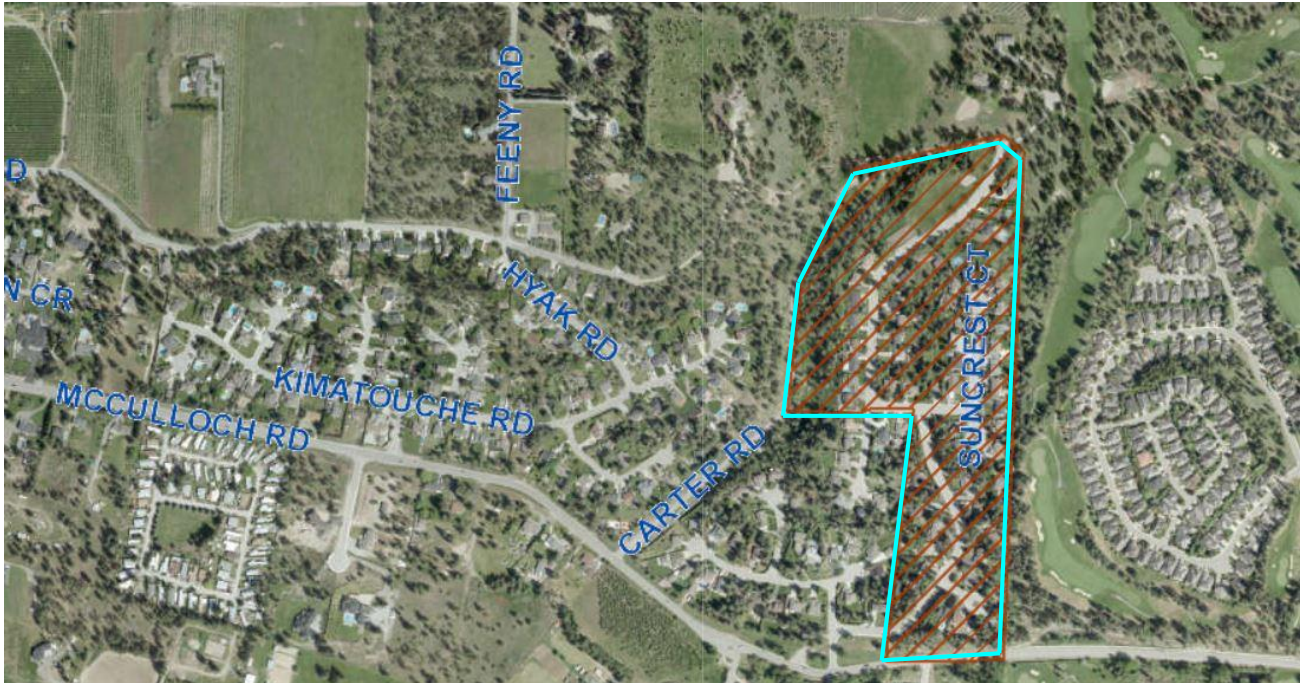
4.3 Site Context

The subject 57 properties have a total area of 144,713m² and are located in South East Kelowna. The properties are designated S2RES – Single / Two Unit Residential and PARK – Major Park/Open Space (public) in the Official Community Plan and the surrounding area is single family residential, agriculture and recreational park space.

Specifically, adjacent land uses are as follows:

Orientation	Zoning	Land Use
North	A1 – Agriculture 1 (within the ALR)	Agriculture – farming
East	P3LP – Parks and Open Space (Liquor Primary)	Gallaghers Canyon Golf Course
South	RR3 – Rural Residential 3	Single Family Residential
West	RR3 – Rural Residential 3 A1 – Agriculture 1 (within the ALR)	Single Family Residential Agriculture - farming

Subject Property Map: Eastwood Drive, Eastwood Court, Sunshine Road, Summerside Drive and Suncrest Court



5.0 **Current Development Policies**

5.1 Council Policy No. 282 – Strategy for Elimination of Remaining Land Use Contracts

Council Policy No. 282.² Includes the following statement:

That the City of Kelowna initiate proceedings to discharge the contacts subject to consultation with affected owners of the land and subject to prior approval by council with regard to affected contracts

6.o Application Chronology

Date of Application Received: July 23rd, 2018

Date Public Consultation Completed: July 30th, 2018 and September 18th, 2020

Report prepared by: Tyler Caswell, Planner I

Reviewed by: Dean Strachan, Community Planning & Development Manager

Approved for Inclusion: Terry Barton, Development Planning Department Manager

Attachments

Schedule A: Land Use Contract Termination LUC78-1034

Schedule A: LUC78-1034						
No.	Legal Description	Address	Parcel Identifier Number	Land Use Contract	Underlying Zone	
1	Lot 31 Section 2 Township 26 ODYD Plan KAP32380	4010 Sunshine Rd	003-473-449	LUC78-1034	RR3 - Rural Residential 3 zone	
2	Lot 30 Section 2 Township 26 ODYD Plan KAP32380	4030 Sunshine Rd	003-473-422	LUC78-1034	RR3 - Rural Residential 3 zone	
3	Lot 29 Section 2 Township 26 ODYD Plan KAP32380	4050 Sunshine Rd	002-374-340	LUC78-1034	RR3 - Rural Residential 3 zone	
4	Lot Q Section 2 Township 26 ODYD Plan KAP34626	3860 Suncrest Crt	002-941-384	LUC78-1034	RR3 - Rural Residential 3 zone	
5	Lot R Section 2 Township 26 ODYD Plan KAP34626	3869 Suncrest Crt	002-359-928	LUC78-1034	RR3 - Rural Residential 3 zone	
6	Lot 23 Section 2 Township 26 ODYD Plan KAP32380	3870 Suncrest Crt	002-374-331	LUC78-1034	RR3 - Rural Residential 3 zone	
7	Lot 22 Section 2 Township 26 ODYD Plan KAP32380	3879 Suncrest Crt	002-374-374	LUC78-1034	RR3 - Rural Residential 3 zone	
8	Lot 24 Section 2 Township 26 ODYD Plan KAP32380	3880 Suncrest Crt	003-473-333	LUC78-1034	RR3 - Rural Residential 3 zone	
9	Lot 21 Section 2 Township 26 ODYD Plan KAP32380	3889 Suncrest Crt	003-473-317	LUC78-1034	RR3 - Rural Residential 3 zone	
10	Lot 25 Section 2 Township 26 ODYD Plan KAP32380	3890 Suncrest Crt	003-473-341	LUC78-1034	RR3 - Rural Residential 3 zone	
11	Lot 20 Section 2 Township 26 ODYD Plan KAP32380	3899 Suncrest Crt	003-473-309	LUC78-1034	RR3 - Rural Residential 3 zone	
12	Lot 19 Section 2 Township 26 ODYD Plan KAP32380	3905 Suncrest Crt	003-473-287	LUC78-1034	RR3 - Rural Residential 3 zone	
13	Lot 26 Section 2 Township 26 ODYD Plan KAP32380	3910 Suncrest Crt	003-473-350	LUC78-1034	RR3 - Rural Residential 3 zone	
14	Lot 18 Section 2 Township 26 ODYD Plan KAP32380	3915 Suncrest Crt	002-359-791	LUC78-1034	RR3 - Rural Residential 3 zone	
15	Lot 27 Section 2 Township 26 ODYD Plan KAP32380	3920 Suncrest Crt	003-473-406	LUC78-1034	RR3 - Rural Residential 3 zone	
16	Lot 17 Section 2 Township 26 ODYD Plan KAP32380	3925 Suncrest Crt	003-473-279	LUC78-1034	RR3 - Rural Residential 3 zone	
17	Lot 28 Section 2 Township 26 ODYD Plan KAP32380	3926 Suncrest Crt	002-359-782	LUC78-1034	RR3 - Rural Residential 3 zone	
18	Lot 16 Section 2 Township 26 ODYD Plan KAP32380	3935 Suncrest Crt	002-359-774	LUC78-1034	RR3 - Rural Residential 3 zone	
19	Lot 11 Section 2 Township 26 ODYD Plan KAP32380	3942 Suncrest Crt	002-359-758	LUC78-1034	RR3 - Rural Residential 3 zone	
20	Lot 15 Section 2 Township 26 ODYD Plan KAP32380	3945 Suncrest Crt	003-473-244	LUC78-1034	RR3 - Rural Residential 3 zone	
21	Lot 12 Section 2 Township 26 ODYD Plan KAP32380	3952 Suncrest Crt	001-793-501	LUC78-1034	RR3 - Rural Residential 3 zone	
22	Lot 14 Section 2 Township 26 ODYD Plan KAP32380	3955 Suncrest Crt	003-473-228	LUC78-1034	RR3 - Rural Residential 3 zone	
23	Lot 13 Section 2 Township 26 ODYD Plan KAP32380	3962 Suncrest Crt	001-647-440	LUC78-1034	RR3 - Rural Residential 3 zone	
24	Lot U Section 2 Township 26 ODYD Plan KAP34626	3821 Summerside Dr	002-941-406	LUC78-1034	RR3 - Rural Residential 3 zone	
25	Lot T Section 2 Township 26 ODYD Plan KAP34626	3831 Summerside Dr	002-941-392	LUC78-1034	RR3 - Rural Residential 3 zone	
26	Lot S Section 2 Township 26 ODYD Plan KAP34626	3833 Summerside Dr	002-374-412	LUC78-1034	RR3 - Rural Residential 3 zone	
27	Lot P Section 2 Township 26 ODYD Plan KAP34626	3857 Summerside Dr	002-359-901	LUC78-1034	RR3 - Rural Residential 3 zone	
28	Lot N Section 2 Township 26 ODYD Plan KAP34626	3868 Summerside Dr	001-788-477	LUC78-1034	RR3 - Rural Residential 3 zone	
29	Lot O Section 2 Township 26 ODYD Plan KAP34626	3877 Summerside Dr	002-374-439	LUC78-1034	RR3 - Rural Residential 3 zone	
30	Lot M Section 2 Township 26 ODYD Plan KAP34626	3878 Summerside Dr	002-941-376	LUC78-1034	RR3 - Rural Residential 3 zone	

31	Lot 35 Section 2 Township 26 ODYD Plan KAP32380	3887 Summerside Dr	003-473-481	LUC78-1034	RR3 - Rural Residential 3 zone
32	Lot L Section 2 Township 26 ODYD Plan KAP34626	3888 Summerside Dr	001-554-565	LUC78-1034	RR3 - Rural Residential 3 zone
33	Lot 34 Section 2 Township 26 ODYD Plan KAP32380	3897 Summerside Dr	003-473-465	LUC78-1034	RR3 - Rural Residential 3 zone
34	Lot K Section 2 Township 26 ODYD Plan KAP34626	3898 Summerside Dr	002-359-871	LUC78-1034	RR3 - Rural Residential 3 zone
35	Lot 33 Section 2 Township 26 ODYD Plan KAP32380	3907 Summerside Dr	002-078-538	LUC78-1034	RR3 - Rural Residential 3 zone
36	Lot J Section 2 Township 26 ODYD Plan KAP34626	3908 Summerside Dr	001-992-783	LUC78-1034	RR3 - Rural Residential 3 zone
37	Lot 32 Section 2 Township 26 ODYD Plan KAP32380	3917 Summerside Dr	002-359-804	LUC78-1034	RR3 - Rural Residential 3 zone
38	Lot I Section 2 Township 26 ODYD Plan KAP34626	3918 Summerside Dr	002-359-898	LUC78-1034	RR3 - Rural Residential 3 zone
39	Lot H Section 2 Township 26 ODYD Plan KAP34626	3928 Summerside Dr	002-374-421	LUC78-1034	RR3 - Rural Residential 3 zone
40	Lot G Section 2 Township 26 ODYD Plan KAP34626	3938 Summerside Dr	002-941-368	LUC78-1034	RR3 - Rural Residential 3 zone
41	Lot F Section 2 Township 26 ODYD Plan KAP34626	3946 Eastwood Dr	002-941-350	LUC78-1034	RR3 - Rural Residential 3 zone
42	Lot 10 Section 2 Township 26 ODYD Plan KAP32380	3947 Eastwood Dr	001-904-744	LUC78-1034	RR3 - Rural Residential 3 zone
43	Lot E Section 2 Township 26 ODYD Plan KAP34626	3956 Eastwood Dr	002-374-391	LUC78-1034	RR3 - Rural Residential 3 zone
44	Lot 9 Section 2 Township 26 ODYD Plan KAP32380	3957 Eastwood Dr	003-473-201	LUC78-1034	RR3 - Rural Residential 3 zone
45	Lot D Section 2 Township 26 ODYD Plan KAP34626	3966 Eastwood Dr	002-359-847	LUC78-1034	RR3 - Rural Residential 3 zone
46	Lot 8 Section 2 Township 26 ODYD Plan KAP32380	3967 Eastwood Dr	002-374-358	LUC78-1034	RR3 - Rural Residential 3 zone
47	Lot 7 Section 2 Township 26 ODYD Plan KAP32380	3977 Eastwood Dr	003-473-198	LUC78-1034	RR3 - Rural Residential 3 zone
48	Lot C Section 2 Township 26 ODYD Plan KAP34626	3986 Eastwood Dr	001-724-932	LUC78-1034	RR3 - Rural Residential 3 zone
49	Lot 6 Section 2 Township 26 ODYD Plan KAP32380	3987 Eastwood Dr	003-374-180	LUC78-1034	RR3 - Rural Residential 3 zone
50	Lot B Section 2 Township 26 ODYD Plan KAP34626	3990 Eastwood Dr	002-374-382	LUC78-1034	RR3 - Rural Residential 3 zone
51	Lot A Section 2 Township 26 ODYD Plan KAP34626	3998 Eastwood Dr	002-076-772	LUC78-1034	RR3 - Rural Residential 3 zone
52	Lot 5 Section 2 Township 26 ODYD Plan KAP32380	3991 Eastwood Crt	003-473-163	LUC78-1034	RR3 - Rural Residential 3 zone
53	Lot 4 Section 2 Township 26 ODYD Plan KAP32380	3993 Eastwood Crt	002-068-044	LUC78-1034	RR3 - Rural Residential 3 zone
54	Lot 3 Section 2 Township 26 ODYD Plan KAP32380	3995 Eastwood Crt	003-473-155	LUC78-1034	RR3 - Rural Residential 3 zone
55	Lot 2 Section 2 Township 26 ODYD Plan KAP32380	3997 Eastwood Crt	003-473-147	LUC78-1034	RR3 - Rural Residential 3 zone
56	Lot 1 Section 2 Township 26 ODYD Plan KAP32380	3999 Eastwood Crt	001-605-704	LUC78-1034	RR3 - Rural Residential 3 zone
57	Lot 36 Section 2 Township 26 ODYD Plan KAP32380	3858 Summerside Dr	003-473-490	LUC78-1034	P3 – Parks and Open Space



LUCT18-0012

Eastwood Dr, Eastwood Ct, Sunshine Rd,
Summerside Rd and Suncrest Ct.

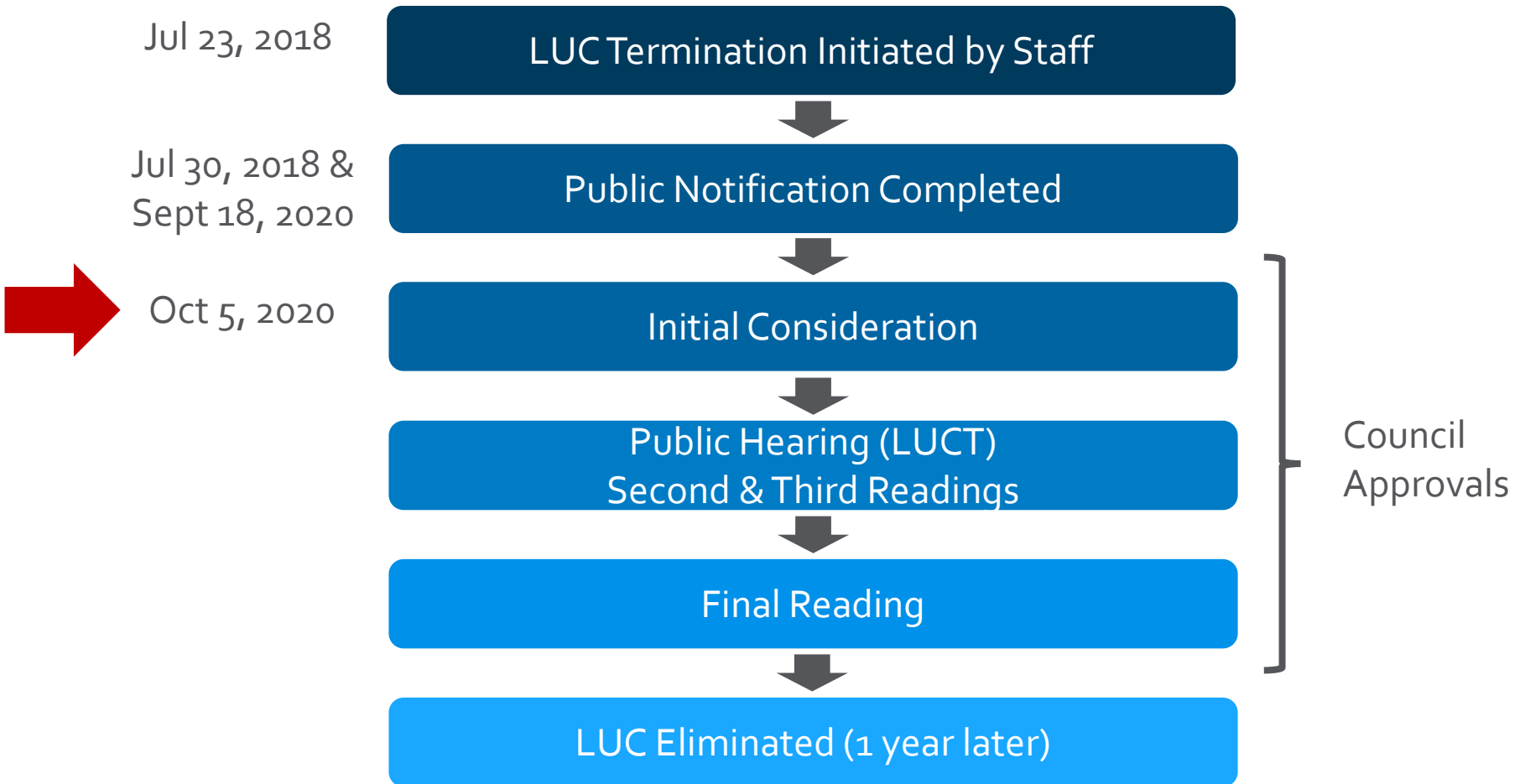
Land Use Contract Termination



Proposal

- ▶ To terminate the Land Use Contract (LUC78-1034)

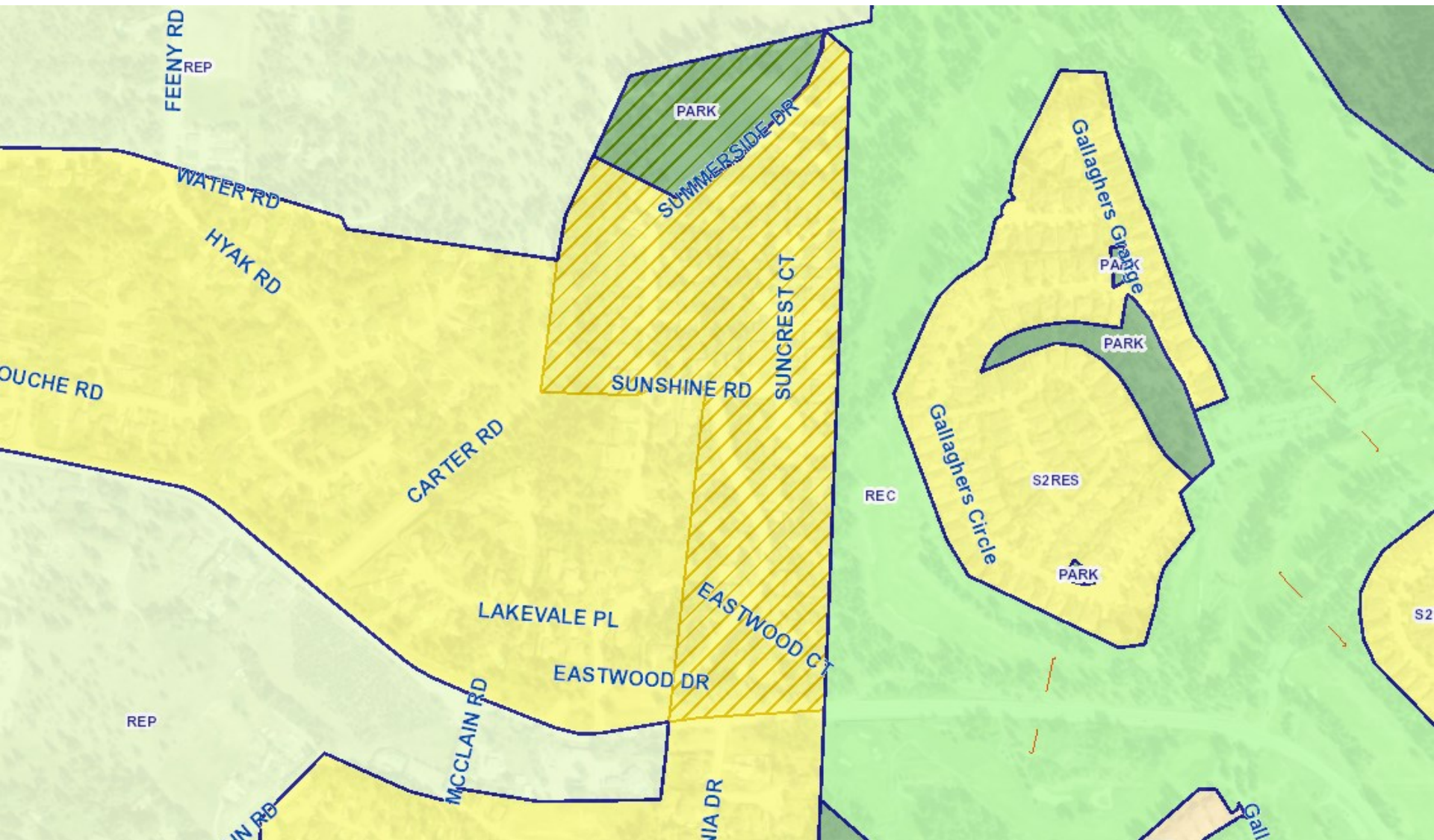
Development Process



Context Map



OCP Future Land Use



Background

- ▶ Land Use Contracts: 1970's tool
- ▶ Allow local governments to grant development rights above and beyond current zoning
- ▶ Exchange for commitments from developers to help infrastructure costs
- ▶ BC Government requires all contracts to be discharged and/or terminated by 2024 and the appropriate zoning in place by 2022.

Project Details

- ▶ 57 properties affected:
 - ▶ 56 to be reverted to RR3 – Rural Residential 3
 - ▶ 1 to be reverted to P3 – Parks and Open Space
- ▶ City of Kelowna Staff initiated the LUC Termination of the area.
- ▶ If successful, all properties will get full use of current RR3 and P3 zones, one year after termination date.

Public Notification Policy #367

- ▶ Staff sent a letter of Proposed Termination of Land Use Contract to all properties within the LUC Area
 - ▶ Sent on July 30th, 2018 and September 18th, 2020.
- ▶ One-year grace period from Council consideration before full uses of RR3 – Rural Residential 3 zone (as per Zoning Bylaw no. 8000).

Staff Recommendation

- ▶ Development Planning Staff recommend **support** for the proposed land use contract termination:
 - ▶ The existing zone (RR3 & P3) is appropriate for the area.
 - ▶ Province of BC requires all LUC's to be discharged/terminated.



Conclusion of Staff Remarks

CITY OF KELOWNA

BYLAW NO. 11727

LUCT18-0012

Early Termination of Land Use Contract - LUC78-1034

Summerside Drive, Sunshine Road, Suncrest Court, Eastwood Court and Eastwood Drive

WHEREAS a land use contract (the "Land Use Contract LUC78-1034") is registered at the Kamloops Land Title Office under the charge numbers N64390 and all amendments thereto against lands in the City of Kelowna particularly known and described as in Schedule "A" attached (the "Lands"), located on Summerside Drive, Sunshine Road, Suncrest Court, Eastwood Court and Eastwood Drive, Kelowna, B.C.;

AND WHEREAS Section 548 of the *Local Government Act* provides that a local government may impose an early termination to land use contracts registered in a Land Title Office that applies to land within the jurisdiction of the local government;

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

1. This Bylaw may be cited for all purposes as "Early Termination of Land Use Contract LUC78-1034 Bylaw";
2. Bylaw No.4674-78 establishing Land Use Contract LUC78-1034 and all amendments thereto, are hereby repealed and the Land Use Contract is terminated as of the date of adoption; and
3. This bylaw will come into force and effect one year after the adoption date.

Read a first time by the Municipal Council this

Considered at a Public Hearing this

Read a second and third time by Municipal Council this

Adopted by the Municipal Council this

Mayor

City Clerk

Schedule A: LUC78-1034 Charge No. N64390

No.	Legal Description	Address	Parcel Identifier Number	Land Use Contract	Underlying Zone
1	Lot 31 Section 2 Township 26 ODYD Plan KAP32380	4010 Sunshine Rd	003-473-449	LUC78-1034	RR3 - Rural Residential 3 zone
2	Lot 30 Section 2 Township 26 ODYD Plan KAP32380	4030 Sunshine Rd	003-473-422	LUC78-1034	RR3 - Rural Residential 3 zone
3	Lot 29 Section 2 Township 26 ODYD Plan KAP32380	4050 Sunshine Rd	002-374-340	LUC78-1034	RR3 - Rural Residential 3 zone
4	Lot Q Section 2 Township 26 ODYD Plan KAP34626	3860 Suncrest Crt	002-941-384	LUC78-1034	RR3 - Rural Residential 3 zone
5	Lot R Section 2 Township 26 ODYD Plan KAP34626	3869 Suncrest Crt	002-359-928	LUC78-1034	RR3 - Rural Residential 3 zone
6	Lot 23 Section 2 Township 26 ODYD Plan KAP32380	3870 Suncrest Crt	002-374-331	LUC78-1034	RR3 - Rural Residential 3 zone
7	Lot 22 Section 2 Township 26 ODYD Plan KAP32380	3879 Suncrest Crt	002-374-374	LUC78-1034	RR3 - Rural Residential 3 zone
8	Lot 24 Section 2 Township 26 ODYD Plan KAP32380	3880 Suncrest Crt	003-473-333	LUC78-1034	RR3 - Rural Residential 3 zone
9	Lot 21 Section 2 Township 26 ODYD Plan KAP32380	3889 Suncrest Crt	003-473-317	LUC78-1034	RR3 - Rural Residential 3 zone
10	Lot 25 Section 2 Township 26 ODYD Plan KAP32380	3890 Suncrest Crt	003-473-341	LUC78-1034	RR3 - Rural Residential 3 zone
11	Lot 20 Section 2 Township 26 ODYD Plan KAP32380	3899 Suncrest Crt	003-473-309	LUC78-1034	RR3 - Rural Residential 3 zone
12	Lot 19 Section 2 Township 26 ODYD Plan KAP32380	3905 Suncrest Crt	003-473-287	LUC78-1034	RR3 - Rural Residential 3 zone
13	Lot 26 Section 2 Township 26 ODYD Plan KAP32380	3910 Suncrest Crt	003-473-350	LUC78-1034	RR3 - Rural Residential 3 zone
14	Lot 18 Section 2 Township 26 ODYD Plan KAP32380	3915 Suncrest Crt	002-359-791	LUC78-1034	RR3 - Rural Residential 3 zone
15	Lot 27 Section 2 Township 26 ODYD Plan KAP32380	3920 Suncrest Crt	003-473-406	LUC78-1034	RR3 - Rural Residential 3 zone
16	Lot 17 Section 2 Township 26 ODYD Plan KAP32380	3925 Suncrest Crt	003-473-279	LUC78-1034	RR3 - Rural Residential 3 zone
17	Lot 28 Section 2 Township 26 ODYD Plan KAP32380	3926 Suncrest Crt	002-359-782	LUC78-1034	RR3 - Rural Residential 3 zone
18	Lot 16 Section 2 Township 26 ODYD Plan KAP32380	3935 Suncrest Crt	002-359-774	LUC78-1034	RR3 - Rural Residential 3 zone
19	Lot 11 Section 2 Township 26 ODYD Plan KAP32380	3942 Suncrest Crt	002-359-758	LUC78-1034	RR3 - Rural Residential 3 zone
20	Lot 15 Section 2 Township 26 ODYD Plan KAP32380	3945 Suncrest Crt	003-473-244	LUC78-1034	RR3 - Rural Residential 3 zone
21	Lot 12 Section 2 Township 26 ODYD Plan KAP32380	3952 Suncrest Crt	001-793-501	LUC78-1034	RR3 - Rural Residential 3 zone
22	Lot 14 Section 2 Township 26 ODYD Plan KAP32380	3955 Suncrest Crt	003-473-228	LUC78-1034	RR3 - Rural Residential 3 zone
23	Lot 13 Section 2 Township 26 ODYD Plan KAP32380	3962 Suncrest Crt	001-647-440	LUC78-1034	RR3 - Rural Residential 3 zone
24	Lot U Section 2 Township 26 ODYD Plan KAP34626	3821 Summerside Dr	002-941-406	LUC78-1034	RR3 - Rural Residential 3 zone
25	Lot T Section 2 Township 26 ODYD Plan KAP34626	3831 Summerside Dr	002-941-392	LUC78-1034	RR3 - Rural Residential 3 zone
26	Lot S Section 2 Township 26 ODYD Plan KAP34626	3833 Summerside Dr	002-374-412	LUC78-1034	RR3 - Rural Residential 3 zone
27	Lot P Section 2 Township 26 ODYD Plan KAP34626	3857 Summerside Dr	002-359-901	LUC78-1034	RR3 - Rural Residential 3 zone
28	Lot N Section 2 Township 26 ODYD Plan KAP34626	3868 Summerside Dr	001-788-477	LUC78-1034	RR3 - Rural Residential 3 zone
29	Lot O Section 2 Township 26 ODYD Plan KAP34626	3877 Summerside Dr	002-374-439	LUC78-1034	RR3 - Rural Residential 3 zone
30	Lot M Section 2 Township 26 ODYD Plan KAP34626	3878 Summerside Dr	002-941-376	LUC78-1034	RR3 - Rural Residential 3 zone

Schedule A: LUC78-1034 Charge No. N64390					
No.	Legal Description	Address	Parcel Identifier Number	Land Use Contract	Underlying Zone
31	Lot 35 Section 2 Township 26 ODYD Plan KAP32380	3887 Summerside Dr	003-473-481	LUC78-1034	RR3 - Rural Residential 3 zone
32	Lot L Section 2 Township 26 ODYD Plan KAP34626	3888 Summerside Dr	001-554-565	LUC78-1034	RR3 - Rural Residential 3 zone
33	Lot 34 Section 2 Township 26 ODYD Plan KAP32380	3897 Summerside Dr	003-473-465	LUC78-1034	RR3 - Rural Residential 3 zone
34	Lot K Section 2 Township 26 ODYD Plan KAP34626	3898 Summerside Dr	002-359-871	LUC78-1034	RR3 - Rural Residential 3 zone
35	Lot 33 Section 2 Township 26 ODYD Plan KAP32380	3907 Summerside Dr	002-078-538	LUC78-1034	RR3 - Rural Residential 3 zone
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37	Lot 32 Section 2 Township 26 ODYD Plan KAP32380	3917 Summerside Dr	002-359-804	LUC78-1034	RR3 - Rural Residential 3 zone
38	Lot I Section 2 Township 26 ODYD Plan KAP34626	3918 Summerside Dr	002-359-898	LUC78-1034	RR3 - Rural Residential 3 zone
39	Lot H Section 2 Township 26 ODYD Plan KAP34626	3928 Summerside Dr	002-374-421	LUC78-1034	RR3 - Rural Residential 3 zone
40	Lot G Section 2 Township 26 ODYD Plan KAP34626	3938 Summerside Dr	002-941-368	LUC78-1034	RR3 - Rural Residential 3 zone
41	Lot F Section 2 Township 26 ODYD Plan KAP34626	3946 Eastwood Dr	002-941-350	LUC78-1034	RR3 - Rural Residential 3 zone
42	Lot 10 Section 2 Township 26 ODYD Plan KAP32380	3947 Eastwood Dr	001-904-744	LUC78-1034	RR3 - Rural Residential 3 zone
43	Lot E Section 2 Township 26 ODYD Plan KAP34626	3956 Eastwood Dr	002-374-391	LUC78-1034	RR3 - Rural Residential 3 zone
44	Lot 9 Section 2 Township 26 ODYD Plan KAP32380	3957 Eastwood Dr	003-473-201	LUC78-1034	RR3 - Rural Residential 3 zone
45	Lot D Section 2 Township 26 ODYD Plan KAP34626	3966 Eastwood Dr	002-359-847	LUC78-1034	RR3 - Rural Residential 3 zone
46	Lot 8 Section 2 Township 26 ODYD Plan KAP32380	3967 Eastwood Dr	002-374-358	LUC78-1034	RR3 - Rural Residential 3 zone
47	Lot 7 Section 2 Township 26 ODYD Plan KAP32380	3977 Eastwood Dr	003-473-198	LUC78-1034	RR3 - Rural Residential 3 zone
48	Lot C Section 2 Township 26 ODYD Plan KAP34626	3986 Eastwood Dr	001-724-932	LUC78-1034	RR3 - Rural Residential 3 zone
49	Lot 6 Section 2 Township 26 ODYD Plan KAP32380	3987 Eastwood Dr	003-473-180	LUC78-1034	RR3 - Rural Residential 3 zone
50	Lot B Section 2 Township 26 ODYD Plan KAP34626	3990 Eastwood Dr	002-374-382	LUC78-1034	RR3 - Rural Residential 3 zone
51	Lot A Section 2 Township 26 ODYD Plan KAP34626	3998 Eastwood Dr	002-076-772	LUC78-1034	RR3 - Rural Residential 3 zone
52	Lot 5 Section 2 Township 26 ODYD Plan KAP32380	3991 Eastwood Crt	003-473-163	LUC78-1034	RR3 - Rural Residential 3 zone
53	Lot 4 Section 2 Township 26 ODYD Plan KAP32380	3993 Eastwood Crt	002-068-044	LUC78-1034	RR3 - Rural Residential 3 zone
54	Lot 3 Section 2 Township 26 ODYD Plan KAP32380	3995 Eastwood Crt	003-473-155	LUC78-1034	RR3 - Rural Residential 3 zone
55	Lot 2 Section 2 Township 26 ODYD Plan KAP32380	3997 Eastwood Crt	003-473-147	LUC78-1034	RR3 - Rural Residential 3 zone
56	Lot 1 Section 2 Township 26 ODYD Plan KAP32380	3999 Eastwood Crt	001-605-704	LUC78-1034	RR3 - Rural Residential 3 zone
57	Lot 36 Section 2 Township 26 ODYD Plan KAP32380	3858 Summerside Dr	003-473-490	LUC78-1034	P3 – Parks and Open Space

REPORT TO COUNCIL



Date: October 5, 2020

To: Council

From: City Manager

Department: Development Planning Department

Application: Z20-0054 **Owner:** David & Marti Gramlich

Address: 1508 Pinehurst Crescent **Applicant:** David & Marti Gramlich

Subject: Rezoning Application

Existing OCP Designation: S2RES – Single/Two Unit Residential

Existing Zone: RU1 – Large Lot Housing

Proposed Zone: RU1c – Large Lot Housing with Carriage House

1.0 Recommendation

THAT Rezoning Application No. Z20-0054 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot 9 Section 29 Township 26 ODYD Plan 9247, located at 1508 Pinehurst Crescent, Kelowna, BC from the RU1 – Large Lot Housing zone to the RU1c – Large Lot Housing with Carriage House zone, be considered by Council;

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

2.0 Purpose

To rezone the subject property from the RU1 – Large Lot Housing zone to the RU1c – Large Lot Housing with Carriage House zone.

3.0 Development Planning

Development Planning staff support the proposed rezoning from RU1 – Large Lot Housing to RU1c – Large Lot Housing with Carriage House. The subject property is within the Permanent Growth Boundary, is serviced (ie. sewer) and the plans align with the Official Community Plan (OCP) Future Land Use Designation of S2RES – Single/Two Unit Residential. Rezoning the subject property to add the 'c' designation would meet policy objectives including fostering a mix of housing forms and concentrating growth within the Permanent Growth Boundary.

4.0 Proposal

4.1 Project Description

The proposed rezoning from RU1 to RU1c is to allow for the conversion of an existing detached garage into a carriage house. This detached garage was built in 1963, at the same time as the construction of the principal dwelling. A Building Permit will be required before an occupancy permit can be granted for the carriage house. The proposed carriage house will be 45m² (484ft²) in size and be in the rear of the property, accessed off the main driveway. The proposal indicates that the carriage house will meet all Zoning Bylaw Regulations without any variances. The subject property is near parks, schools, recreational facilities and transit along Clifton Road, making this a suitable location for the increased density.

4.2 Site Context

The subject property is in the Glenmore – Clifton – Dilworth OCP Sector and the surrounding area is primarily zoned RU1 – Large Lot Housing and RU6 – Two Dwelling Housing. The surrounding area also has a Future Land Use Designation of S2RES – Single/Two Unit Residential.

Specifically, adjacent land uses are as follows:

Orientation	Zoning	Land Use
North	RU1 – Large Lot Housing	Single-Family Dwelling
East	RU1 – Large Lot Housing	Single-Family Dwelling
South	RU1 – Large Lot Housing	Single-Family Dwelling
West	RU1 – Large Lot Housing	Single-Family Dwelling

Subject Property Map: 1508 Pinehurst Cr.



4.3 Zoning Analysis Table

Zoning Analysis Table		
CRITERIA	RU _{1c} ZONE REQUIREMENTS	PROPOSAL
Existing Lot/Subdivision Regulations		
Min. Lot Area	550m ²	1012m ²
Min. Lot Width	16.5m	23.06m
Min. Lot Depth	30.0m	44.87m
Development Regulations		
Max. Site Coverage (buildings)	40%	18.8%
Max. Site Coverage (buildings, parking, driveways)	50%	42.6%
Carriage Housing Development Regulations		
Max. Accessory Site Coverage	20%	4.5%
Max. Net Floor Area	100m ²	45m ²
Max. Net Floor Area to Principal Building	75%	31%
Max. Height (to mid-point)	4.8m	3.2m
Min. Front Yard	9.0m	33.7m
Min. Side Yard (East)	1.5m	2.4m
Min. Side Yard (West)	1.5m	14.3m
Min. Rear Yard	1.5m	2.6m
Min. Distance to Principal	3.0m	12.0m
Other Regulations		
Min. Parking Requirements	3 stalls	3 stalls
Min. Private Open Space	30m ²	30m ²

5.0 **Current Development Policies**5.1 Kelowna Official Community Plan (OCP)Chapter 1: Introduction*Goals for a Sustainable Future:*

Contain Urban Growth – Reduce greenfield urban sprawl and focus growth in compact, connected and mixed-use (residential and commercial) urban and village centres.

Chapter 5: Development Process*Objective 5.3 Focus development to designated growth areas*

Policy .1 Permanent Growth Boundary. Establish a Permanent Growth Boundary as identified on Map 4.1 and Map 5.2. The City of Kelowna will support development of properties outside the PGB for more intensive use only to the extent permitted as per the OCP Future Land Use designations in place as of initial adoption of OCP Bylaw 10500, except for Agri-Business designated sites or as per Council's specific amendment of this policy. The PGB may be reviewed as part of the next major OCP update.

6.o Application Chronology

Date of Application Received: July 13th, 2020
Date Public Consultation Completed: August 8th, 2020

Report prepared by: Tyler Caswell, Planner I

Reviewed by: Dean Strachan, Community Planning & Development Manager

Approved for Inclusion: Terry Barton, Development Planning Department Manager

Attachments:

Attachment A: Conceptual Drawing Package

GENERAL NOTES:

GENERAL

1. ALL DIMENSIONS ARE MADE FROM EXTERIOR FACE OF WALL SHEATHING TO CENTER OF PARTY WALLS AND INTERIOR WALLS UNLESS NOTED OTHERWISE ON PLANS. OUTSIDE EDGE OF EXTERIOR WALL SHEATHING TO BE FLUSH WITH FOUNDATION WALL BELOW. DO NOT SCALE DRAWINGS. THE GENERAL CONTRACTOR IS TO CHECK ALL DIMENSIONS AND CONFIRM ALL PROPERTY LINE BEARINGS AND DIMENSIONS WITH LEGAL SURVEY.

2. IN THE CASE OF DISCREPANCY, THE ARCHITECT IS TO BE NOTIFIED BEFORE WORK CAN COMMENCE. COMMENCEMENT OF CONSTRUCTION SHALL CONSTITUTE ACCEPTANCE OF CONDITIONS AS SATISFACTORY.

3. REFER TO MECHANICAL DRAWINGS FOR FINAL PLUMBING AND HVAC LAYOUT AND SPECIFICATIONS.

4. REFER TO ELECTRICAL DRAWINGS FOR FINAL LIGHT, OUTLETS AND ELECTRICAL PANEL LOCATIONS AND SPEC.

5. REFER TO CIVIL DRAWINGS FOR OFFSITE CONSTRUCTION AND FINAL SITE DRAINAGE LAYOUT AND SPEC.

6. REFER TO LANDSCAPE DRAWINGS FOR FINAL LANDSCAPE LAYOUT.

7. REFER TO STRUCTURAL DRAWINGS FOR FINAL WALL/FLOOR/ROOF/COLUMN LAYOUT AND SPECIFICATIONS.

ASSURANCE / COMPLIANCE REQUIREMENTS

1. THE CURRENT BCBC 2018 ITS REQUIREMENTS AND ALL AGENDA SHALL FORM AN INTEGRAL PART OF THESE DRAWINGS. ALL CONSTRUCTION MATERIALS AND PROCEDURES SHALL CONFIRM TO THESE STANDARDS.

2. ALL WORK TO CONFORM TO LOCAL BYLAWS AND DEVELOPMENT PERMIT REQUIREMENTS.

3. ALL DRAWINGS ARE TO BE READ AS A COMPLETE SET IN CONJUNCTION WITH SPECIFICATIONS AND CIVIL, STRUCTURAL, MECHANICAL, ELECTRICAL, AND LANDSCAPE DRAWINGS AS APPLICABLE.

4. ALL WORK WILL BE SUBJECT TO FIELD REVIEW BY THE ARCHITECT AND OR OTHER REGISTERED PROFESSIONAL AND BY THE CONSULTING ENGINEERS NAMED ON THESE DRAWINGS TO MEET THE MUNICIPAL LETTERS OF ASSURANCE / COMPLIANCE REQUIREMENTS.

5. ALL WORK MUST MEET THE APPROVAL OF THE PROFESSIONAL CONSULTANTS.

6. ALL WORK MUST MEET THE STANDARDS OF THE B.C. TRADE ASSOCIATIONS GOVERNING EACH TRADE INVOLVED IN THE PROJECT.

7. STARTING WORK ON THIS PROJECT BY ANY SUB-CONTRACTOR MEANS THAT THE ABOVE REQUIREMENTS HAVE BEEN REVIEWED AND NO EXTRA CLAIM FOR COST WILL BE PUT FORWARD TO MEET THE PROFESSIONAL CONSULTANTS FIELD REVIEW REQUIREMENTS.

8. THE SUB-CONTRACTORS ARE RESPONSIBLE FOR SITE SAFETY AND TO MEET ALL REQUIREMENTS OF THE WORKERS COMPENSATION BOARD.

9. ALL SUB-CONTRACTORS WILL BE REQUIRED TO ACKNOWLEDGE COMPLIANCE WITH ABOVE CONDITIONS BY SIGNING A COPY OF THESE REQUIREMENTS WHICH MUCH ACCOMPANY THEIR QUOTATION.

10. GENERAL CONTRACTOR IS TO KEEP RECORD AND PROVIDE ARCHITECT WITH COPIES OF MUNICIPAL INSPECTION SLIPS.

11. THE CONTRACTOR / CLIENT IS TO INFORM THE ARCHITECT IN WRITING 24 HOURS PRIOR TO STARTING CONSTRUCTION OF THE PROJECT.

12. THE SUB CONTRACTOR IS TO CHECK ALL DIMENSIONS AFFECTING HIS TRADE AND IN THE CASE OF DISCREPANCY THE CONTRACTOR IS TO BE NOTIFIED BEFORE WORK CAN COMMENCE.

13. THE CONTRACTOR IS TO NOTIFY THE ARCHITECT 24 HOURS PRIOR TO A REQUIRED INSPECTION.

SYMBOL LEGEND:

BUILDING SECTION

SECTION NUMBER
LOCATION OF SECTION DRAWING

WALL SECTION

SECTION NUMBER
LOCATION OF SECTION DRAWING

DETAIL

SIM
DETAIL NUMBER
LOCATION OF DETAIL DRAWING

VIEW NAME
SCALE: 1/8" = 1'-0"
LOCATION OF DETAIL DRAWING
LOCATION OF FIRST OCCURRENCE

Door Tags

0' - 0" x 0' - 0" DOOR SIZE

Window Tags

WT WINDOW TYPE -
SEE WINDOW DETAILS

Assembly Tags

AT ASSEMBLY TYPE -
SEE CONSTRUCTION SCHEDULE

CODE ANALYSIS / ZONING:

Zoning Analysis Table
1508 Pinehurst Cr

CRITERIA	RUT ZONE REQUIREMENT	PROPOSAL
Development Regulations		
Maximum Total Site Coverage (buildings)	40%	18.8%
Maximum Total Site Coverage (buildings, driveways & parking)	50%	42.6%
Maximum Height	9.5 m / 2.5 stories	5.8m
Minimum Front Yard/Garage	4.5 m/1.5 m	10.6m
Minimum Side Yard (East)	2.0 m	5.4m
Minimum Side Yard (West)	2.0 m	2.8m
Minimum Rear Yard	4.5 m	22.1m
Carriage House Development Regulations		
Maximum Accessory Site Coverage	20%	4.5%
Maximum Accessory Building Footprint	100 m ² (carriage house) 50 m ² (accessory building) 100 m ² (total)	45m ²
Maximum Net Floor Area	100 m ²	45m ²
Maximum Net Floor Area to Principal Building	75%	31%
Maximum Accessory Site Coverage	14%	N/A
Maximum Accessory Building Footprint	90 m ²	N/A
Maximum Net Floor Area	90 m ²	N/A
Maximum Net Floor Area to Principal Building	75%	N/A
Maximum Upper Storey Floor Area to Building Footprint	75%	N/A
Maximum Height (to mid-point)	4.8 m	3.2m
Maximum Height (to peak)	Height of principal dwelling	5.8m
Minimum Front Yard	9.0m	33.7m
Minimum Side Yard (East)	1.3m	2.4m
Minimum Side Yard (West)	1.3m	14.3m
Minimum Rear Yard	1.5m (no lane)	2.6m
Minimum Distance to Principal Building	3.0 m	12.0m
Other Regulations		
Minimum Parking Requirements	3 stalls	3 stalls
Minimum Private Open Space	30 m ² per dwelling	30m ²

CONTEXT SITE PLAN:

CONSULTANTS:

ARCHITECTURAL
NOVATION ARCHITECTURE
302-2237 LECKIE ROAD
KELOWNA, BC V1Y 9T1
TEL: (250) 620-1144
FAX: (250) 000-0000

ENERGY ADVISOR
TOTAL HOME SOLUTIONS INC
Giles Lesage, EA, AHI
250-575-3015 cell
778-471-6787 office
www.totalhome.com

DRAWING INDEX:

NO.	NAME
A0.00	COVER SHEET
A1.00	SITE PLAN
A2.01	MAIN FLOOR PLAN
A2.03	ROOF PLAN
A3.00	EXTERIOR ELEVATIONS
A3.01	EXTERIOR ELEVATIONS
A3.02	SPECIAL SEPERATIONS
A3.03	WINDOW SCHEDULE
A4.00	BUILDING SECTIONS

ILLUSTRATION:

ATTACHMENT A

This forms part of application # Z20-0054

Planner Initials TC

City of Kelowna DEVELOPMENT PLANNING

1 20200623 RFP

No. Date Description

Revisions

NOVATION ARCHITECTURE

302 - 2237 LECKIE ROAD
KELOWNA B C V1Y 9T5

project title
PINEHURST CARRIAGE HOUSE

1508 Pinehurst Cr, Kelowna, British Columbia

project no. 2012

drawing title
COVER SHEET

Designed PS scale 1" = 1'-0"

Drawn KA

Checked PS

drawing no. A0.00

sheet 6250308 R15-15.M

Project File Name and Location: \\SERVER1\shared\Novation Design Studio\Projects\2012_Pinehurst Carriage\Working Drawings\Rev\dwg\2012_Pinehurst Carriage.rvt

36

ATTACHMENT

A

This forms part of application

Z20-0054

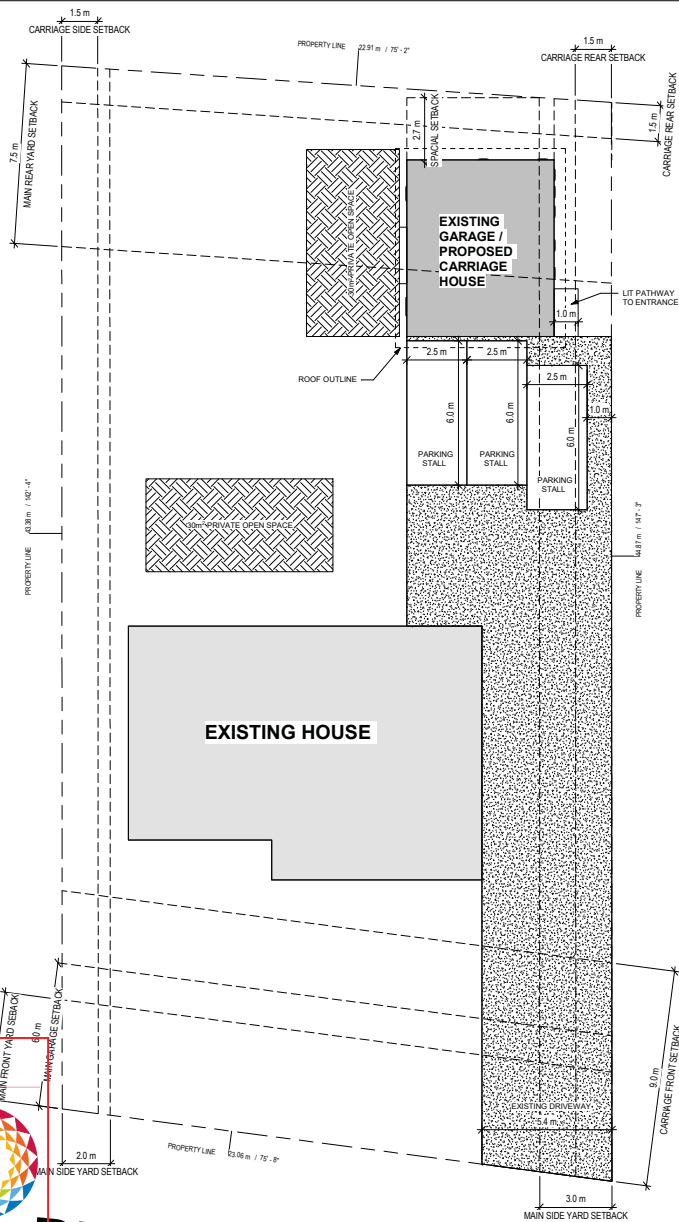
Planner
Initials

TC

City of
Kelowna
DEVELOPMENT PLANNING



PINEHURST CRT.



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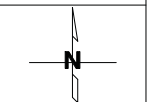


2022 06 25

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No.	Date	Description
1	2020/06/23	#PFP



NOVATION

302 - 2237 LECHE ROAD
KELOWNA B.C. V1Y 6Y5

Project title
PINEHURST CARRIAGE HOUSE

1508 Pinehurst CR, Kelowna, British Columbia

Project no. 2012

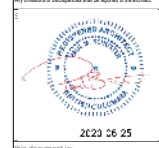
Drawing title
SITE PLAN

Designed	PS	Scale	1/8" = 1'-0"
Drawn	KA		
Checked	PS		

A1.00

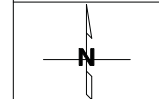
Printed 6/25/2022 9:55:15 AM

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No.	Date	Description
1	20200623	IFP



NOVATION
 302 - 2237 LECHE ROAD
 KELOWNA B.C. V1X 6T5

project title
 PINEHURST CARRIAGE HOUSE
 1508 Pinehurst CR, Kelowna, British Columbia
 project no. 2012

drawing title
 MAIN FLOOR PLAN

designed	PS	scale	1/2" = 1'-0"
drawn	KA		
checked	PS		
drawing no.			

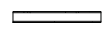
A2.01
 6250300 8:55:16 AM

WALL ASSEMBLIES

PLAN



W1 - EXTERIOR WALL
 EXTERIOR FINISH (EXISTING)
 WATERPROOFING BUILDING PAPER (EXISTING)
 1/2" PLYWOOD SHEATHING (EXISTING)
 2x4 WOOD STUD (EXISTING)
 R14 ROXUL BATT
 1/2" GWB, TAPED AND FILLED



W3a - INTERIOR WALL
 1/2" GWB, TAPED AND FILLED
 2x4 WOOD STUD
 SOUND BATT INSULATION (AS NOTED BELOW)
 1/2" GWB, TAPED AND FILLED
 NOTE: BEDROOM TO BEDROOM WALLS, BATHROOM TO COMMON AREAS, BEDROOM TO COMMON AREAS TO BE INSULATED

ROOF ASSEMBLIES

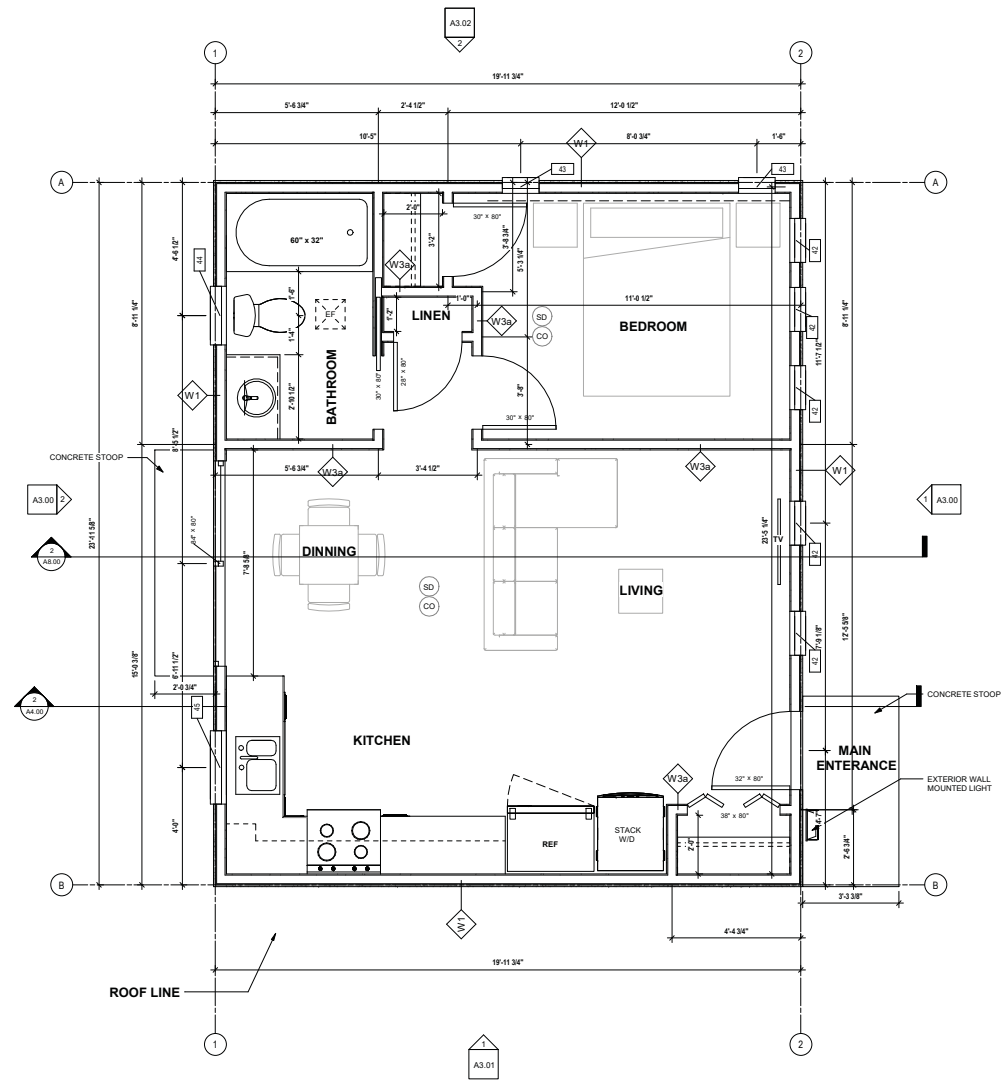
SECTION



R1 - MAIN ROOF
 ROOF 30 YEAR SHINGLES (EXISTING)
 2 LAYERS OF 30MIN ROOFING FELT OR APPROVED EQUIVALENT (EXISTING)
 7/16" SHEATHING (EXISTING)
 ROOF RAFTER SYSTEM (EXISTING)
 5 1/2" SPF
 6 MIL VAPOUT BARRIER
 1/2" GWB

REFER TO ENERGY ANALYSIS FOR RSI

Assemblies
 1/2" = 1'-0"



1 Main Floor 479 SF
 1/2" = 1'-0"

ATTACHMENT A

This forms part of application
 # Z20-0054

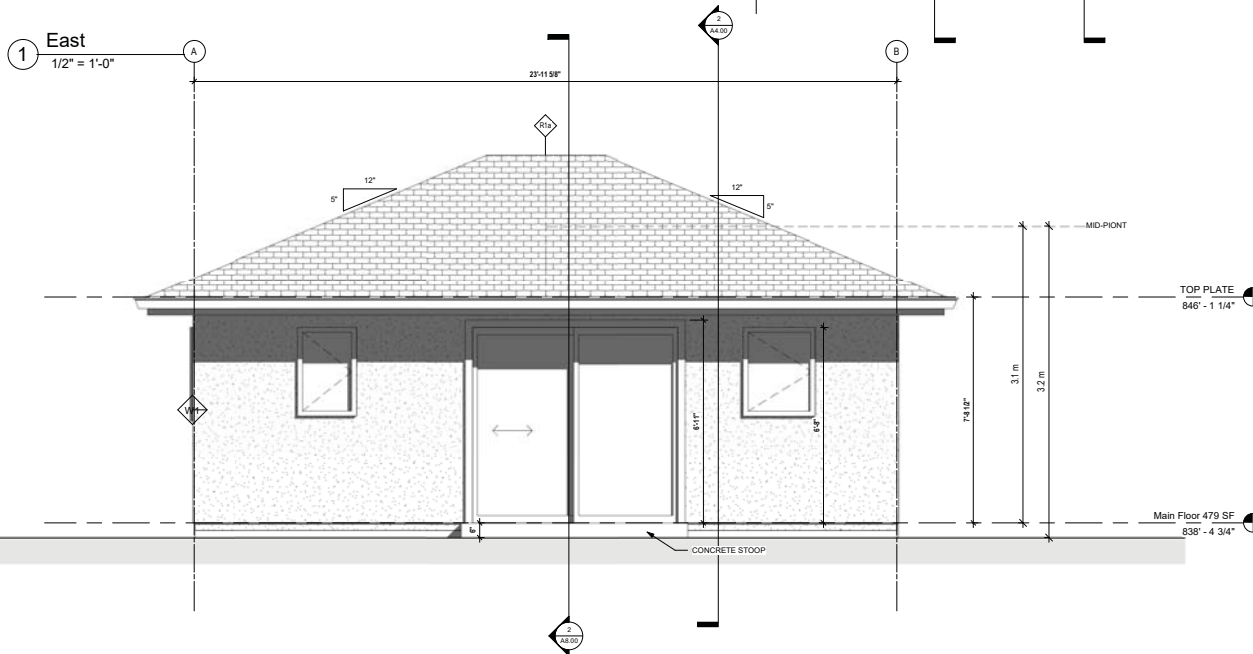
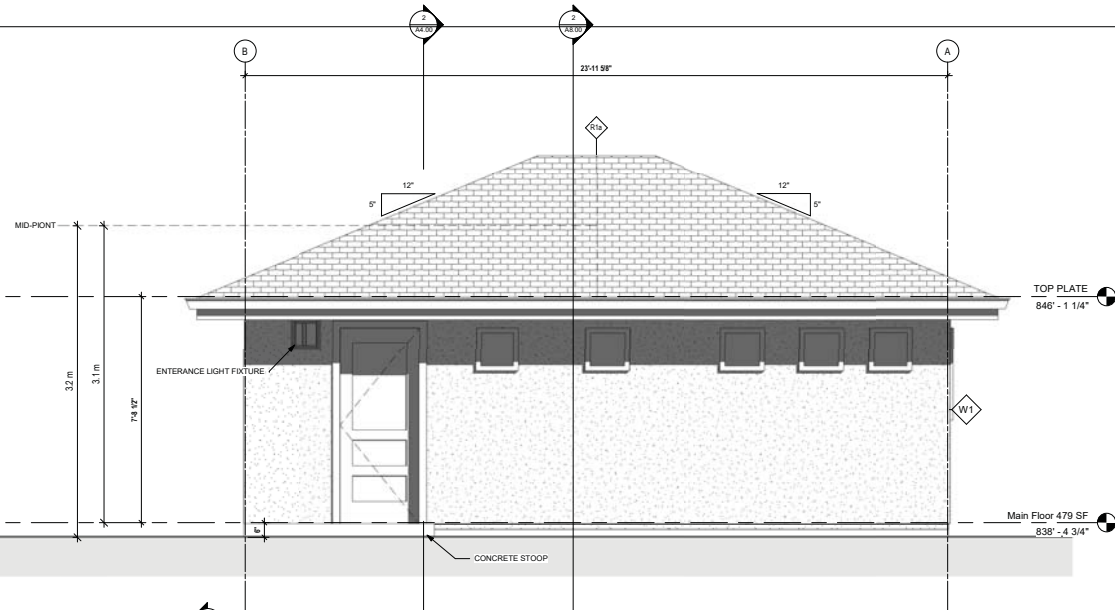
Planner Initials TC

City of Kelowna
 DEVELOPMENT PLANNING

ATTACHMENT A

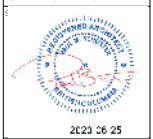
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Z20-0054

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Initials TC



2 West
1/2" = 1'-0"

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No.	Date	Description
1	2020/02/23	IFP
Revisions		



Project title:
PINEHURST CARRIAGE HOUSE
1508 Pinehurst CR, Kelowna, British Columbia
Project no.: 2012

Drawing title:
EXTERIOR ELEVATIONS

Designed:	PS	Scale:	1/2" = 1'-0"
Drawn:	KA		
Checked:	PS		
Drawn on:			

A3.00

ATTACHMENT

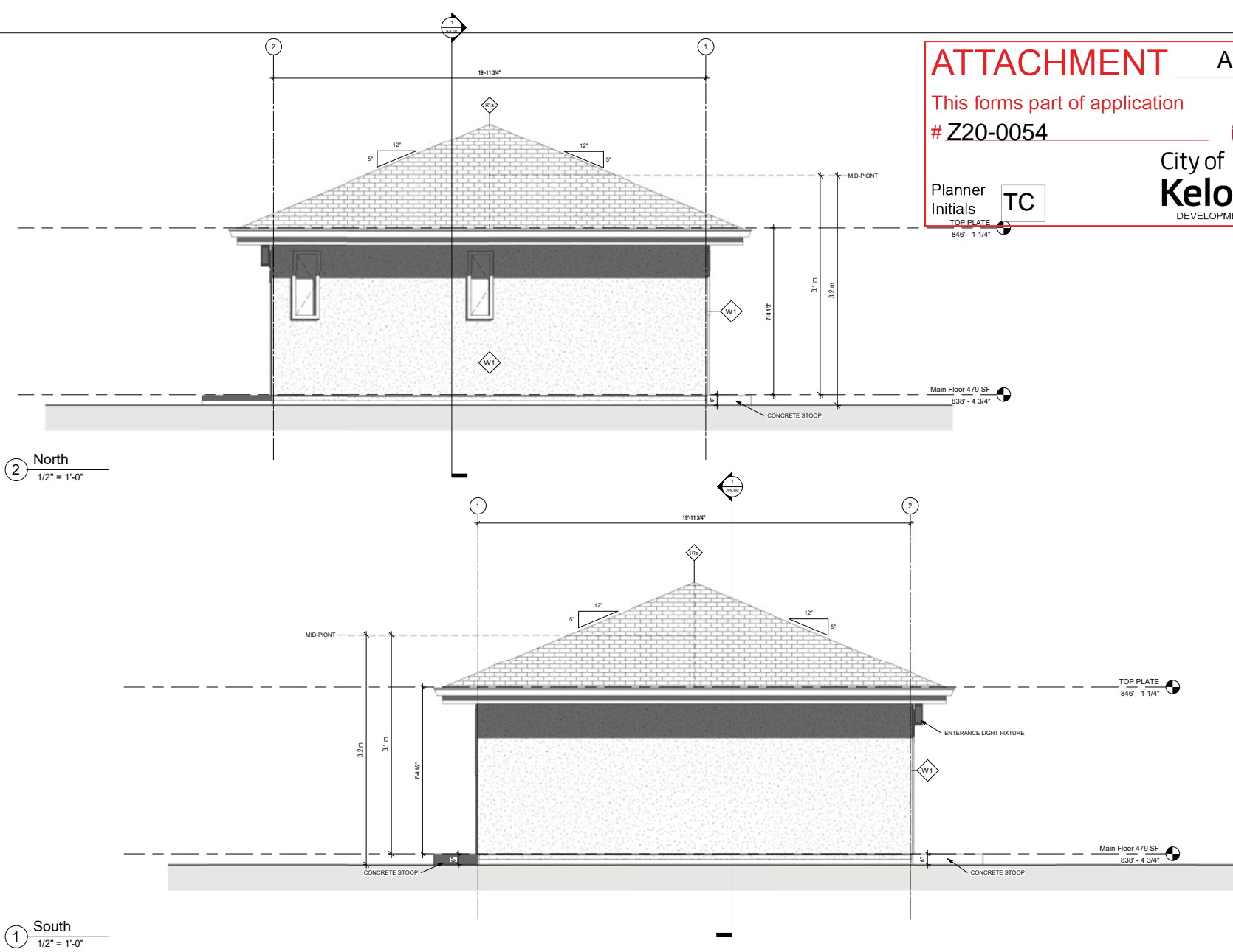
A

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Z20-0054

Planner Initials **TC**

TOP PLATE
846" - 1 1/4"



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No.	Date	Description
1	2020/06/25	IFP

NOVATION
 302 - 2237 LECKIE ROAD
 KELOWNA B.C. V1Y 6Y5

project title
 PINEHURST CARRIAGE HOUSE

1508 Pinehurst CR, Kelowna, British Columbia

project no. 2012

drawing title
 EXTERIOR ELEVATIONS

designed	PS	scale	1/2" = 1'-0"
drawn	KA		
checked	PS		
drawing no.	A3.01		
sheet	6250308-855-21 AM		



Z20-0054 1508 Pinehurst Cr

Rezoning Application



Proposal

- ▶ To rezone the subject property from RU1 – Large Lot Housing to RU1C – Large Lot Housing with Carriage House.

Development Process

Jul 13, 2020

Development Application Submitted



Staff Review & Circulation



Aug 8, 2020

Public Notification Received



Oct 5, 2020

Initial Consideration



Public Hearing
Second & Third Readings



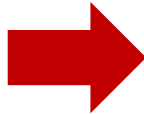
Final Reading
DP & Variances



Building Permit



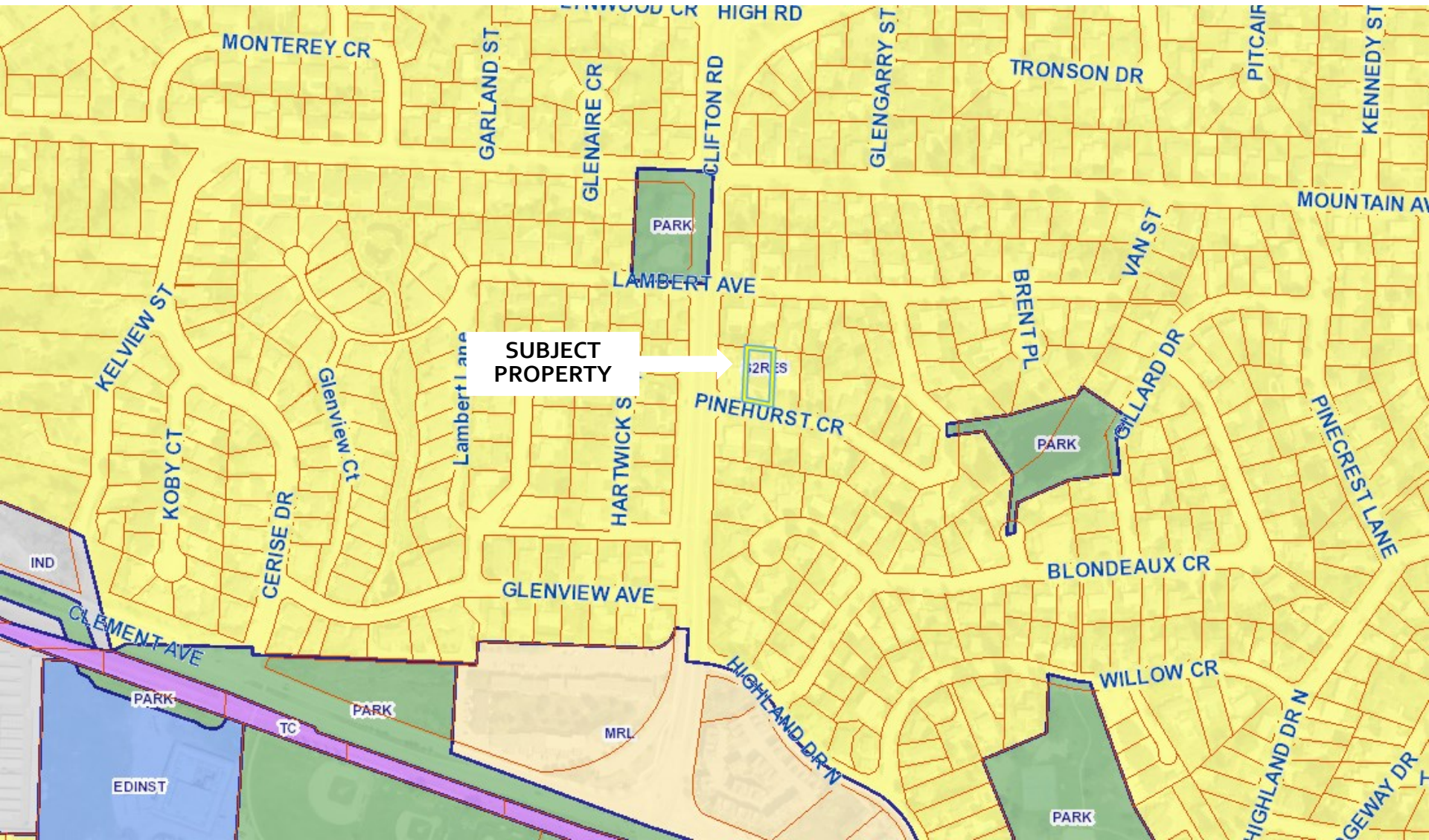
Council
Approvals



Context Map



OCP Future Land Use / Zoning



Subject Property Map



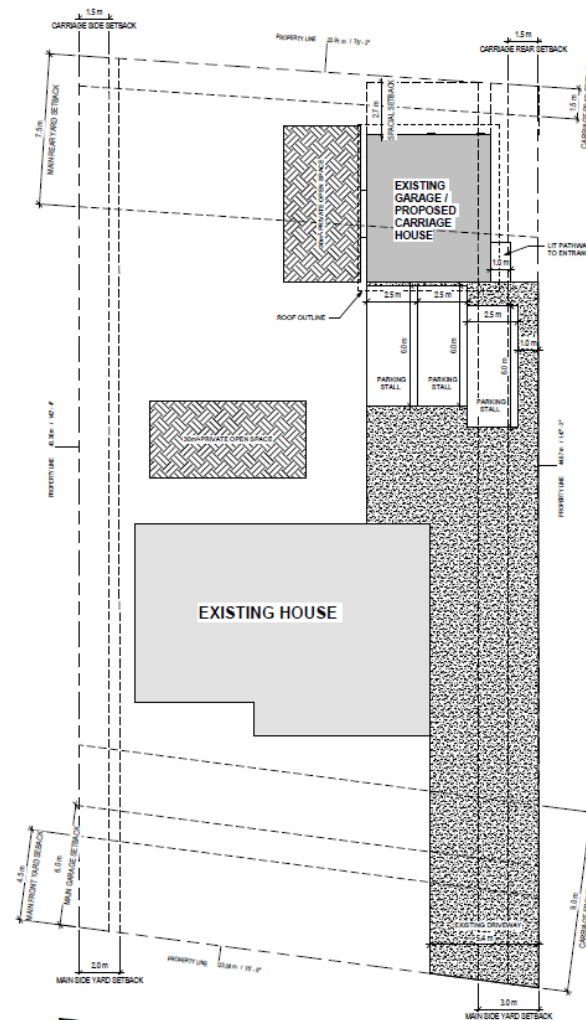
Project details

- ▶ The detached garage was built in 1963, the same year as the principal dwelling.
- ▶ The garage would be converted into a carriage house and it would be 45m² (484ft²) in size.
- ▶ The proposed carriage house will meet all Zoning Bylaw Regulations.

Site Photos



Site Plan



PINEHURST CRT.

Staff Recommendation

- ▶ Development Planning Staff recommend **support** of the proposed Rezoning:
 - ▶ Subject property is within the Permanent Growth Boundary.
 - ▶ Aligns with the Official Community Plan and Future Land Use of S2RES.



Conclusion of Staff Remarks

CITY OF KELOWNA
BYLAW NO. 12108
Z20-0054
1508 Pinehurst 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 9 Section 29 Township 26 ODYD Plan 9247 located at Pinehurst Crescent, Kelowna, BC from the RU1 – Large Lot Housing zone to the RU1c – Large Lot Housing with Carriage House 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

Considered at a Public Hearing on the

Read a second and third time and adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk

REPORT TO COUNCIL



Date: October 5, 2020

To: Council

From: City Manager

Department: Development Planning

Application: DP20-0052

Owner: Bromaxx Property Group Ltd.,
Inc. No. BC1021305

Address: 1080-1090 Richter St

Applicant: Redbird Brewing Inc – Powell
Maxfield

Subject: Development Permit Application

Existing OCP Designation: IND - Industrial

Existing Zone: I4 – Central Industrial

1.0 Recommendation

THAT Council authorizes the issuance of Development Permit No. DP20-0052 for Lot 1 District Lot 139 ODYD Plan 7858, located at 1080-1090 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 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 brewery and distillery expansion.

3.0 Development Planning

Staff are recommending support for the proposed brewery and distillery expansion and subsequent site renovation as it is consistent with the Official Community Plan (OCP) guidelines for form and character for urban design. The overall site will be significantly renovated and enhanced through the development of an outdoor seasonal liquor consumption area including both standing and sitting areas, complementary landscape plantings including a number of deciduous trees, and relatively minor exterior renovations to the larger building (Building B) located at the rear of the site in which Redbird Brewing has taken over.

4.0 Proposal

4.1 Background

Redbird Brewing has been in operation on the subject property since 2017 and has not generated any bylaw complaints related to noise or disturbance from the business operation.

4.2 Project Description

Redbird Brewing has been open for business for well over 2 years and is looking to expand the existing brewery and distillery operation by transitioning the main production and sales components into the existing building (Building B) located at the rear of the property while maintaining the existing operation in the Building A located at the front of the property which will be utilized for both brewery and distillery production and private party rentals. No additional floor area is being added to either building located on the property.

The applicant has proposed to extensively renovate the overall site including interior and exterior renovations to Building B to facilitate the expansion as well as the open space located in between the two buildings to provide for an outdoor seasonal liquor service area. The proposal will see the existing 7 parking stalls located on-site maintained with an addition of 80 short-term bicycle parking spaces, the addition of an outdoor seating area, elevated music stage, dog run and complimentary landscape plantings including 3 new deciduous trees, located throughout the site to enhance the form and character of the overall property and improve the street interface.

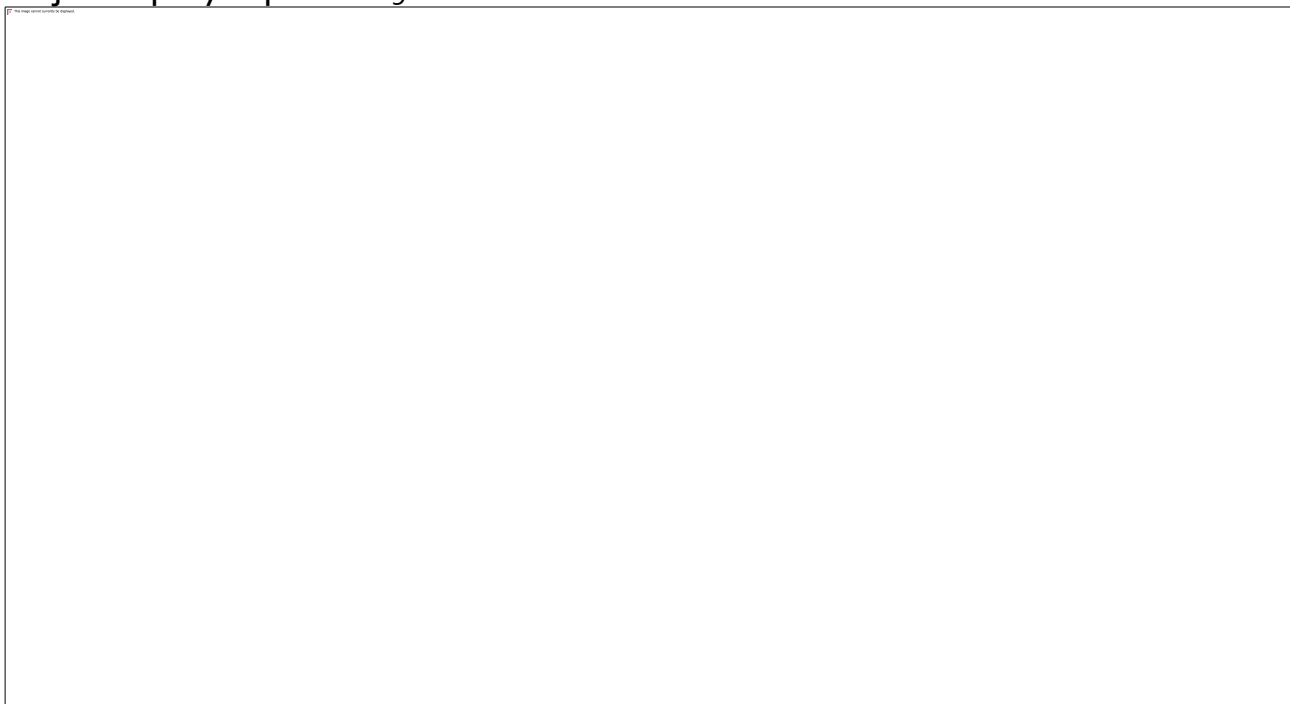
The exterior facade of Building B will be enhanced and modified with the addition of new doors, windows, window trim, raised planters, enclosure fencing and a feature two-sided fireplace while maintaining the existing concrete block siding.

4.3 Site Context

The subject property is located midblock on the west side of Richter Street in between Recreation Ave to the north and Gaston Ave to the south. The site is largely surrounded by other I₄ zoned industrial properties to the north, east and south with Recreation Avenue Park directly to the west. There are a number of other micro-brewery and distilleries operating in the neighbourhood including Vice & Virtue, Kettle River Brewing, Jackknife Brewing and Rustic Reel.

Specifically, adjacent land uses are as follows:

Orientation	Zoning	Land Use
North	I ₄ – Central Industrial	Industrial
East	I ₄ – Central Industrial	Industrial
South	I ₄ – Central Industrial	Industrial
West	P1lp – Major Institutional (Liquor Primary)	Park

Subject Property Map: 1080-1090 Richter Street**4.4 Zoning Analysis Table**

Zoning Analysis Table		
CRITERIA	I ₄ ZONE REQUIREMENTS	PROPOSAL
Development Regulations		
Max. Floor Area Ratio	3.0	0.3
Max. Site Coverage	n/a	n/a
Max. Height	18.0 m	no change
Min. Front Yard	0.0 m	3.09 m / no change
Min. Side Yard (south)	0.0 m	0.28 m / no change
Min. Side Yard (north)	0.0 m	0.10 m / no change
Min. Rear Yard	0.0 m	0.12 m / no change
Other Regulations		
Minimum Vehicle Stalls	7 stalls	7 stalls / no change
Accessible Parking Stall	1 stall	1 stall
Loading Stall	1 stall	1 stall
Short-term Bicycle Parking	1 stall	80 stalls

5.0 Current Development Policies**5.1 Kelowna Official Community Plan (OCP)****Chapter 5: Development Process****Objective 5.3 Focus development to designated growth areas**

Policy .2 Compact Urban Form. 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 per ha 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.

Chapter 14: Urban Design Development Permit Guidelines

Objective 3.0 Relationship to the Street

Policy 3.2 Develop visual and physical connections between the public street and private buildings (e.g. patios and spill-out activity, views to and from active interior spaces, awnings and canopies);

6.0 Application Chronology

Date of Application Received: February 5, 2020

Report prepared by: Andrew Ferguson, Planner II

Reviewed by: Jocelyn Black, Urban Planning Manager

Approved for Inclusion: Terry Barton, Development Planning Department Manager

Attachments:

Attachment A: Draft Development Permit DP20-0052

Attachment B: Applicants Letter of Rationale

Schedule A: Site Plan

Schedule B: Elevations

Schedule C: Landscape Plan

Development Permit DP20-0052



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

1080–1090 Richter Street

and legally known as

Lot 1 District Lot 139 ODYD Plan 7858

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

I4 – Central Industrial

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

<u>Date of Decision</u>	October 5, 2020
<u>Decision By:</u>	Council
<u>Development Permit Area:</u>	Comprehensive Development Permit Area
Existing Zone:	I4 – Central Industrial
Future Land Use Designation:	IND – 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:	Bromaxx Property Group Ltd., Inc. No. BC1021305
Applicant:	Redbird Brewing Inc – Powell Maxfield

Terry Barton
Development 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

- The dimensions and siting of the building to be constructed on the land be in accordance with Schedule "A";
- The exterior design and finish of the building to be constructed on the land be in accordance with Schedule "B";
- Landscaping to be provided on the land be in accordance with Schedule "C"; and
- 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 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:

- An Irrevocable Letter of Credit **OR** certified cheque in the amount of **\$44,602.50**

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:

- 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.**

December 12, 2019

Our File: 3394

City of Kelowna
1435 Water Street
Kelowna, BC V1Y 1J4

Attention: Land Use Management Department

Re: Application for a Development Permit, a Development Variance Permit and a Text Amendment to renovate an existing industrial facility to facilitate a brewery and lounge for Red Bird Brewing at 1080 Richter Street, Kelowna B.C

Project Description

Red Bird Brewing has been in full operation for over two years. With the popularity of the craft beer industry along with Kelowna's population growth and strong tourism we are now in a position where we need to expand our space.

Fortunately, the opportunity has come up to take over the neighboring building on our current property. We are submitting the drawings with our development permit application.

We are submitting a Development Permit to expand our current Brewery located on the property (1086 Richter St) to a larger building (1080, 1082, 1084 Richter St.) on the property. This property is currently zoned I4 Industrial which includes a Brewery as an acceptable use. The building we are expanding to is currently operating as an industrial manufacturing operation.

ILLUSTRATIONS:



Notes:

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Tabulated scales refer to Arch D size drawing sheet.

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Contractors shall verify all dimensions prior to commencement of work.

Any omissions or discrepancies shall be reported to the architect.

Seal

- A 2020.06.12 Revision : Revisions to items as required by City of Kelowna - Development Planning Department
- B 2020.08.05 Revision : Revisions to items as required by City of Kelowna - Development Planning Department (July 30, 2020)

SCHEDULE A

This forms part of application
DP20-0052

Planner Initials **AF**

City of Kelowna
COMMUNITY PLANNING

CONSULTANTS:

ARCHITECTURAL:
PATRICK McCUSKER ARCHITECTURE INC.
3430 BENVOLIN ROAD,
KELOWNA, B.C. V1W 4M5
CONTACT: PATRICK McCUSKER AIBC, AAA, MRAIC
TEL: 778.484.0223 e-mail: pat@pmccarch.com

STRUCTURAL:
ROV CONSULTING INC.
101 - 2040 SPRINGFIELD ROAD,
KELOWNA, B.C. V1Y 9N7
CONTACT: NATE EAGERS BASc, E.I.T.
TEL: 250.860.0412 e-mail: nate@rovconsulting.ca

ELECTRICAL:
PARALYNX ENGINEERING
#32034 - 2151 LOUIE DRIVE,
WEST KELOWNA, B.C. V4T 3G2
CONTACT: GREG LYNCH P. Eng, MBA
TEL: 778.738.2172 x1 e-mail: greg.lynch@paralynxengineering.com

MECHANICAL:
DELTA-T CONSULTANTS LTD.
101 - 1449 ST. PAUL STREET,
KELOWNA, B.C. V1Y 2E5
CONTACT: ERIC SCHREDL P.Eng,
TEL: 250.860.5550 e-mail: eric@delta-t.ca

LANDSCAPE ARCHITECT:
OUTLAND DESIGN LANDSCAPE ARCHITECTURE
303-500 KLO ROAD
KELOWNA, B.C. V1Y 7S2
CONTACT: FIONA BARTON
TEL: 250.868.9270 e-mail: fiona@outlanddesign.ca



DRAWING INDEX:

DWG. No.	DRAWING NAME
DP0.00	COVER SHEET
DP1.00	SITE PLAN
DP2.00	MAIN FLOOR PLAN
DP2.01	MAIN FLOOR PLAN (OCCUPANCY LOADS)
DP3.00	LICENSED & UN-LICENSED AREAS
DP3.01	ELEVATIONS AND SITE SECTION ELEVATIONS
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S100	SPECIFICATIONS
S200	EXISTING FOUNDATION PLAN
S300	EXISTING ROOF FRAMING PLAN
S400	FRONT ELEVATION, SECTIONS & DETAILS
ELECTRICAL:	
E0.1	TITLE SHEET, SITE PLAN, DWG. LIST & SCHEDULES
E0.2	DETAILS
E0.3	SINGLE LINE DIAGRAM
E0.4	PHOTOMETRICS
E1.0	MAIN FLOOR - POWER & TEL/DATA LAYOUT
E1.1	MAIN FLOOR - LIGHTING LAYOUT
E2.0	ROOF - POWER & TEL/DATA LAYOUT
E3.0	FIRE ALARM SPECIFICATIONS
E4.0	SCHEDULES
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E5.0	SPECIFICATIONS
MECHANICAL:	
M-1.01	UNDERGROUND PIPING
M-1.02	MAIN FLOOR PLUMBING
M-2.01	MAIN FLOOR HVAC
M-2.02	ROOF TOP MECHANICAL PLAN
M-3.01	SPECIFICATIONS & SCHEDULES
LANDSCAPE:	
L1/2	CONCEPTUAL LANDSCAPE PLAN
L2/2	WATER CONSERVATION / IRRIGATION PLAN

PROJECT STATISTICS:

PROJECT DATA			
CIVIC ADDRESS: 1080 RICHTER STREET, KELOWNA BC			
LEGAL DESCRIPTION: LOT 2, PLAN EPP12919, TS 26, SEC 34, PID 028-713-851			
PROJECT NAME: RED BIRD BREWING INC. EXPANSION			
APPLICANT: ADAM SEMENIUK, CELL No. 778-821-0404			
ZONING BYLAW REQUIREMENTS			
CURRENT ZONING: I-4 CENTRAL INDUSTRIAL			
LOT AREA = 2,090.25 sq m			
INTENDED USAGE: BREWERIES, MAJOR & FOOD/LIQUOR PRIMARY			
BUILDING AREAS:			
EXISTING BUILDING: GROSS FLOOR AREA (GFA) = 464.5 sq m			
PROPERTY & STRUCTURES	PERMITTED/REQ'D	PROPOSED/ACTUAL	
LOT WIDTH (min)	40.0m	45.72m	
LOT DEPTH (min)	30.0m	45.72m	
LOT AREA (min)	1,300 sq.m.	2,090.3 sq.m.	
FLOOR AREA RATIO (max)	3.0	0.3	
LOT COVERAGE (max %)	N/A	33.3%	
BUILDING HEIGHT (max)	18.0m	N/A	
SETBACKS (m)			
FRONT (BLDG 'A')	0.0m	3.09m	
SOUTH SIDE (BLDG 'A')	0.0m	0.28m	
NORTH SIDE (BLDG 'B')	0.0m	0.10m	
REAR (BLDG 'B')	0.0m	0.12m	
PARKING	REQ'D	PROVIDED	
PROPOSED RENOVATED BUILDING	7 STALLS	7 STALLS	
TOTAL PARKING FOR BUILDING 'B'		7 STALLS	
LOADING SPACES			
1 SPACE PER 2,800 sq.m. GFA	= 1 SPACE	1 SPACE	
HANDICAP PARKING			
1 SPACE FOR > 50 STALLS	= 1 SPACE	1 STALL	
BICYCLE PARKING SPACES			
FOOD/LIQUOR PRIMARY CLASS I: CLASS I = 0.1 PER 100 sq.m. GFA OR 1 PER 10 EMPLOYEES (397.9 sqm / 100 sq m) x 0.1	= 0.4 STALLS	56 STALLS	
GENERAL INDUSTRIAL USE CLASS II: CLASS II = 0.3 PER 100 sq.m. GFA (269.5 sqm / 100 sq m) x 0.3	= 0.8 STALLS	10 STALLS	
COMMERCIAL (OFFICES) CLASS II = 0.6 PER 100 sq.m. GFA (92.8 sqm / 100 sq m) x 0.6	= 0.6 STALLS	10 STALLS	
TOTAL BICYCLE STALLS	= 1.8 STALLS	76 STALLS	
LANDSCAPE BUFFERS (m)			
LANDSCAPE BUFFERS NOT REQ'D DUE TO 0.0m SETBACKS AT ALL PL's			

LOCATION MAP:



No.	Date	Description
03	2020.06.25	Issued for Building Permit
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01	2019.12.11	Issued for Development Permit

PM A

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ARCHITECTURE INC.

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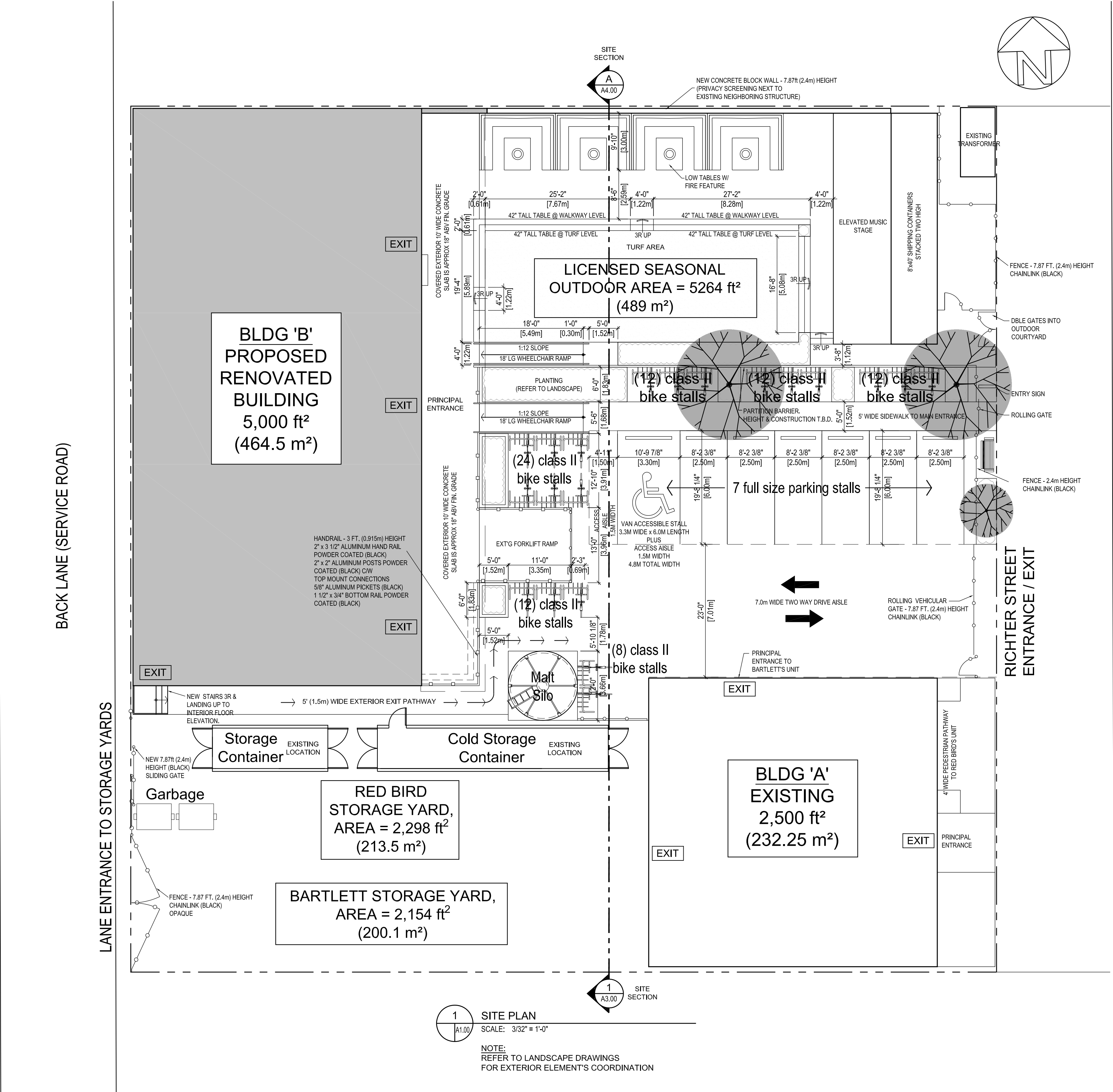
3430 BENVOLIN ROAD
KELOWNA B.C. V1W 4M5
~ Phone: 778-484-0223 ~
pat@pmccarch.com
www.pmccarch.com

project title
**RED BIRD BREWING
BREWERY EXPANSION**
1080-1090 RICHTER STREET
KELOWNA, B.C.

project no. 3394

drawing title
**COVER SHEET &
ZONING ANALYSIS**

designed	scale N/A
drawn	
checked	PMC
drawing no.	



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B	2020.08.05	Revision : Revisions to items as required by City of Kelowna - Development Planning Department (July 30, 2020)

SCHEDULE

This forms part of application

DP20-0052

Planner Initials AF

A

City of Kelowna

COMMUNITY PLANNING

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BREWERY EXPANSION

1080-1090 RICHTER STREET

KELOWNA, B.C.

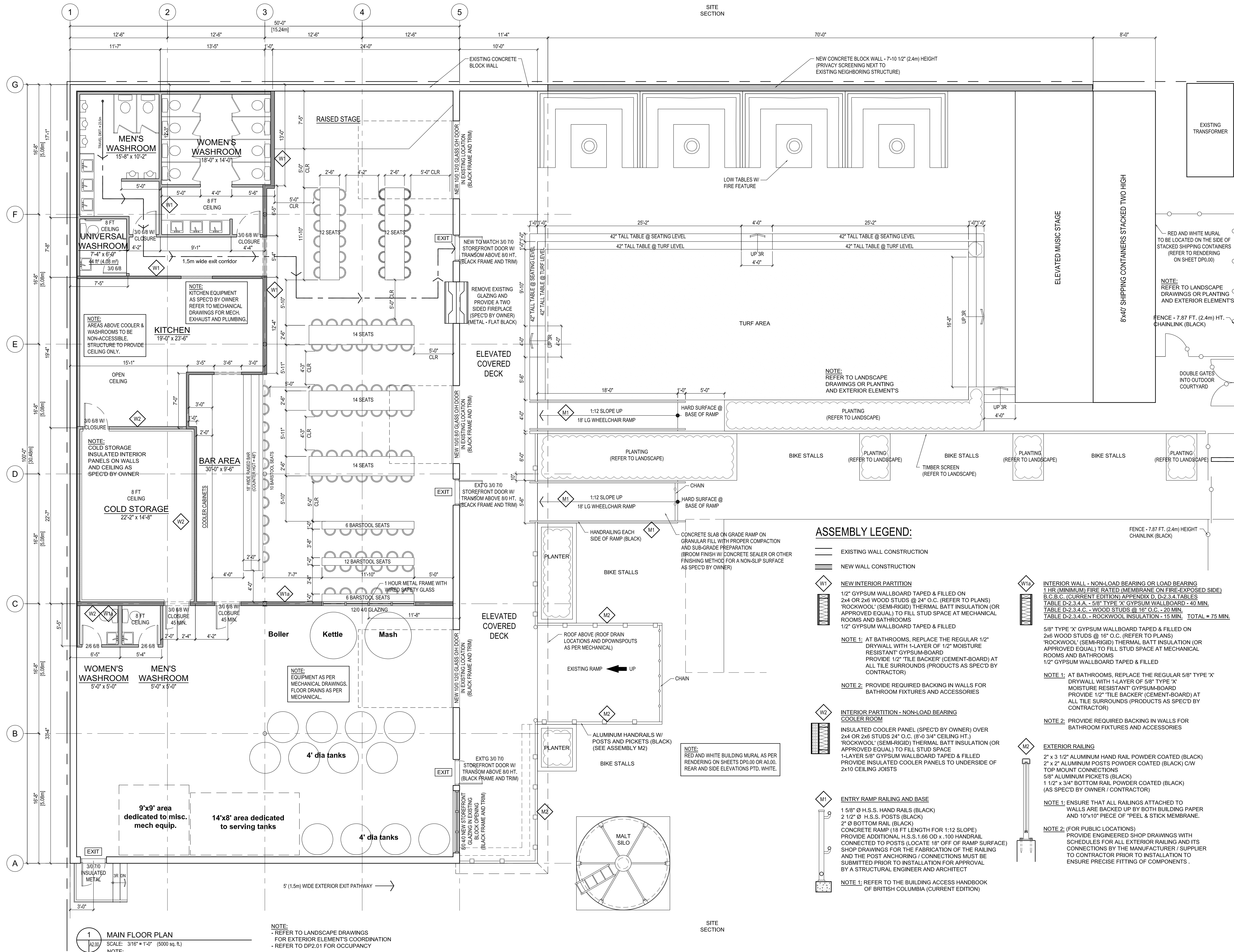
project no. 3394

drawing title

SITE PLAN

designed	scale 3/32" = 1'-0"
drawn	WJZ
checked	PMC
drawing no.	

DP1.00

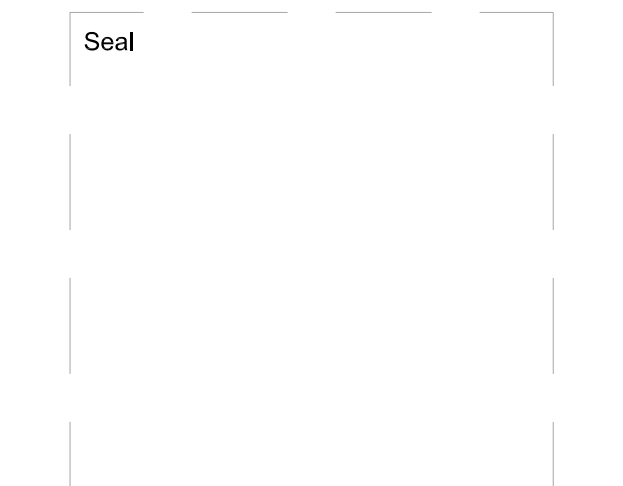


1 MAIN FLOOR PLAN
SCALE: 3/16" = 1'-0" (5000 sq. ft.)
NOTE:

NOTE:
- REFER TO LANDSCAPE DRAWINGS
FOR EXTERIOR ELEMENTS COORDINATION
- REFER TO DP2.01 FOR OCCUPANCY

SITE
SECTION

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SCHEDULE A
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DP20-0052

Planner Initials AF

City of Kelowna
COMMUNITY PLANNING

ASSEMBLY LEGEND:

- EXISTING WALL CONSTRUCTION
- NEW WALL CONSTRUCTION

- NEW INTERIOR PARTITION**
1/2" GYPSUM WALLBOARD TAPED & FILLED ON 2x4 OR 2x6 WOOD STUDS @ 24" O.C. (REFER TO PLANS)
"ROCKWOOL" (SEMI-RIGID) THERMAL BATT INSULATION (OR APPROVED EQUAL) TO FILL STUD SPACE AT MECHANICAL ROOMS AND BATHROOMS
1/2" GYPSUM WALLBOARD TAPED & FILLED
- NOTE 1:** AT BATHROOMS, REPLACE THE REGULAR 1/2" DRYWALL WITH 1-LAYER OF 1/2" MOISTURE RESISTANT GYPSUM-BOARD PROVIDE 1/2" "TILE BACKER" (CEMENT-BOARD) AT ALL TILE SURROUNDS (PRODUCTS AS SPEC'D BY CONTRACTOR)
- NOTE 2:** PROVIDE REQUIRED BACKING IN WALLS FOR BATHROOM FIXTURES AND ACCESSORIES
- INTERIOR PARTITION - NON-LOAD BEARING COOLER ROOM**
INSULATED COOLER PANEL (SPEC'D BY OWNER) OVER 2x4 OR 2x6 STUDS 24" O.C. (8'-0" 3/4" CEILING HT.)
"ROCKWOOL" (SEMI-RIGID) THERMAL BATT INSULATION (OR APPROVED EQUAL) TO FILL STUD SPACE
1-LAYER 5/8" GYPSUM WALLBOARD TAPED & FILLED PROVIDE INSULATED COOLER PANELS TO UNDERSIDE OF 2x10 CEILING JOISTS
- ENTRY RAMP RAILING AND BASE**
1 5/8" Ø H.S.S. HAND RAILS (BLACK)
2 1/2" Ø H.S.S. POSTS (BLACK)
2" Ø BOTTOM RAIL (BLACK)
CONCRETE RAMP (18 FT LENGTH FOR 1:12 SLOPE)
PROVIDE ADDITIONAL H.S.S. 1.66 OD x .100 HANDRAIL CONNECTED TO POSTS (LOCATE 18" OFF OF RAMP SURFACE)
SHOP DRAWINGS FOR THE FABRICATION OF THE RAILING AND THE POST ANCHORING / CONNECTIONS MUST BE SUBMITTED PRIOR TO INSTALLATION FOR APPROVAL BY A STRUCTURAL ENGINEER AND ARCHITECT
- NOTE 1:** REFER TO THE BUILDING ACCESS HANDBOOK OF BRITISH COLUMBIA (CURRENT EDITION)

- INTERIOR WALL - NON-LOAD BEARING OR LOAD BEARING 1 HR (MINIMUM) FIRE RATED (MEMBRANE ON FIRE-EXPOSED SIDE) B.C.B.C. (CURRENT EDITION) APPENDIX D-D-2.3.4 TABLES**
TABLE D-2.3.4.A - 5/8" TYPE 'X' GYPSUM WALLBOARD - 40 MIN.
TABLE D-2.3.4.C - WOOD STUDS @ 16" O.C. - 20 MIN.
TABLE D-2.3.4.D - ROCKWOOL INSULATION - 15 MIN. TOTAL = 75 MIN.
- 5/8" TYPE 'X' GYPSUM WALLBOARD TAPED & FILLED ON 2x6 WOOD STUDS @ 16" O.C. (REFER TO PLANS)
"ROCKWOOL" (SEMI-RIGID) THERMAL BATT INSULATION (OR APPROVED EQUAL) TO FILL STUD SPACE AT MECHANICAL ROOMS AND BATHROOMS
1/2" GYPSUM WALLBOARD TAPED & FILLED
- NOTE 1:** AT BATHROOMS, REPLACE THE REGULAR 5/8" TYPE 'X' DRYWALL WITH 1-LAYER OF 5/8" TYPE 'X' MOISTURE RESISTANT GYPSUM-BOARD PROVIDE 1/2" "TILE BACKER" (CEMENT-BOARD) AT ALL TILE SURROUNDS (PRODUCTS AS SPEC'D BY CONTRACTOR)
- NOTE 2:** PROVIDE REQUIRED BACKING IN WALLS FOR BATHROOM FIXTURES AND ACCESSORIES
- EXTERIOR RAILING**
2" x 3 1/2" ALUMINUM HAND RAIL POWDER COATED (BLACK)
2" x 2" ALUMINUM POSTS POWDER COATED (BLACK) C/W TOP MOUNT CONNECTIONS
5/8" ALUMINUM PICKETS (BLACK)
1 1/2" x 3/4" BOTTOM RAIL POWDER COATED (BLACK) (AS SPEC'D BY OWNER / CONTRACTOR)
- NOTE 1:** ENSURE THAT ALL RAILINGS ATTACHED TO WALLS ARE BACKED UP BY BOTH BUILDING PAPER AND 10"x10" PIECE OF "PEEL & STICK MEMBRANE.
- NOTE 2:** (FOR PUBLIC LOCATIONS)
PROVIDE ENGINEERED SHOP DRAWINGS WITH SCHEDULES FOR ALL EXTERIOR RAILING AND ITS CONNECTIONS BY THE MANUFACTURER / SUPPLIER TO CONTRACTOR PRIOR TO INSTALLATION TO ENSURE PRECISE FITTING OF COMPONENTS.

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PM

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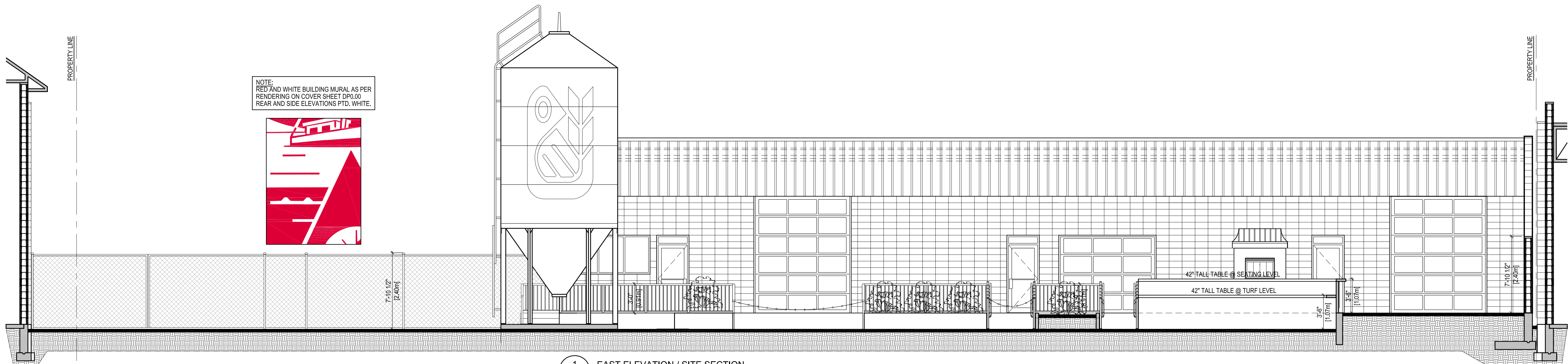
project title
RED BIRD BREWING
BREWERY EXPANSION
1080-1090 RICHTER STREET
KELOWNA, B.C.

project no. 3394

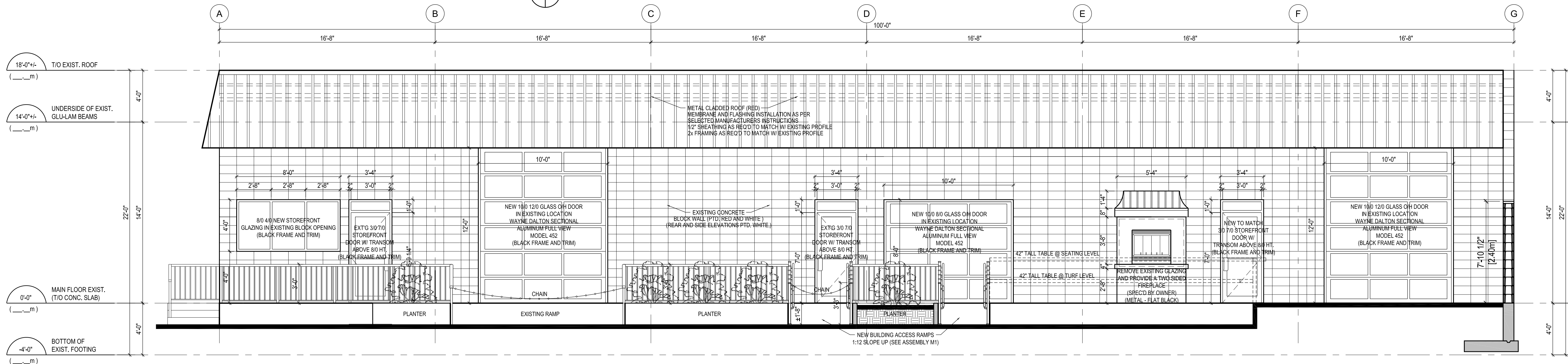
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drawn	
checked	PMC
drawing no.	

DP2.00

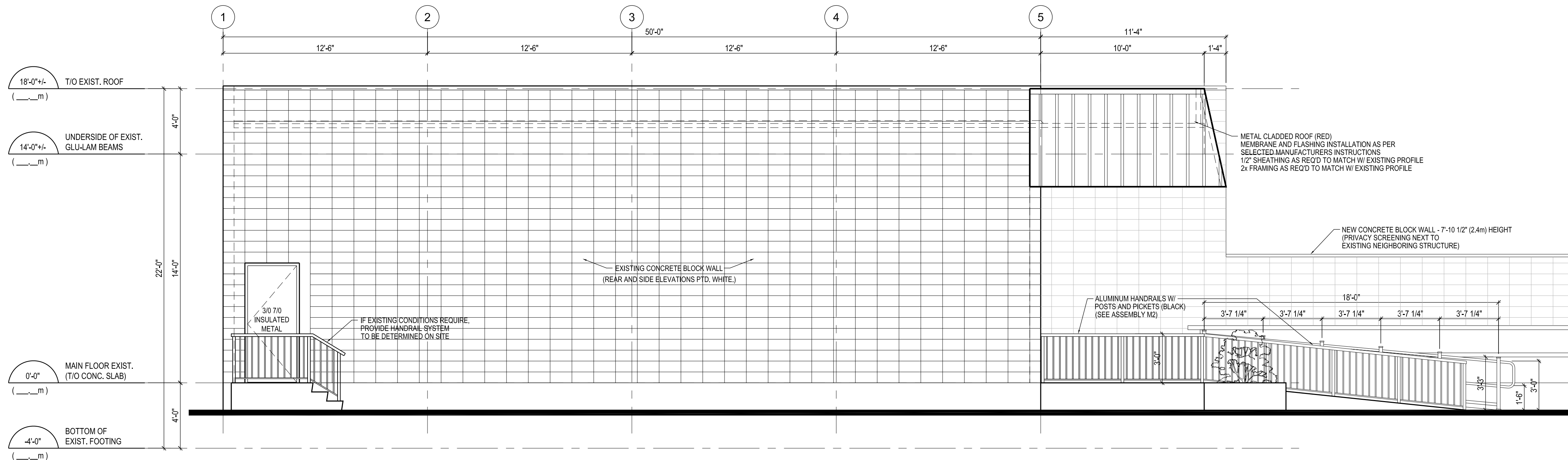
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1 EAST ELEVATION / SITE SECTION
DP 3.00 SCALE: 3/16" = 1'-0"



2 FRONT ELEVATION
DP 3.00 SCALE: 1/4" = 1'-0"



3 RIGHT SIDE ELEVATION
DP 3.00 SCALE: 1/4" = 1'-0"

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SCHEDULE B
This forms part of application
DP20-0052
Planner Initials AF
City of Kelowna
COMMUNITY PLANNING

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No.	Date	Description
Revisions		

PM A
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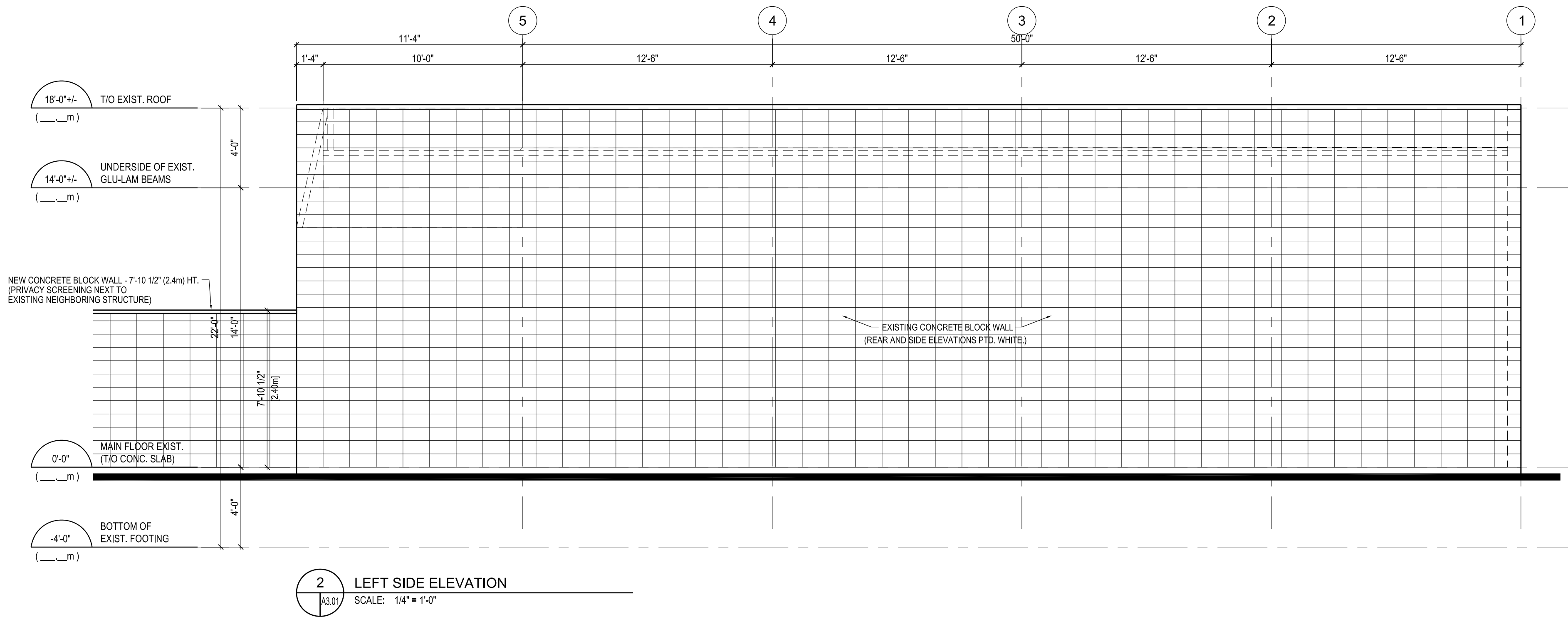
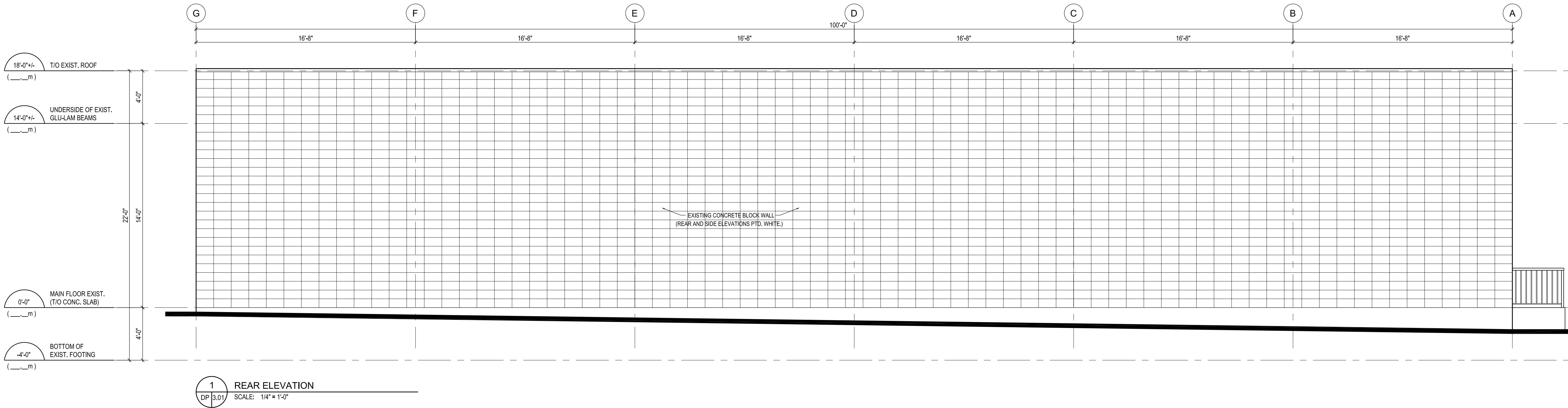
project no. 3394

drawing title
ELEVATIONS

designed	scale 1/4" = 1'-0"
drawn WJZ	
checked PMC	
drawing no.	

DP3.00

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Revisions

PM

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BREWERY EXPANSION**
1080-1090 RICHTER STREET
KELOWNA, B.C.

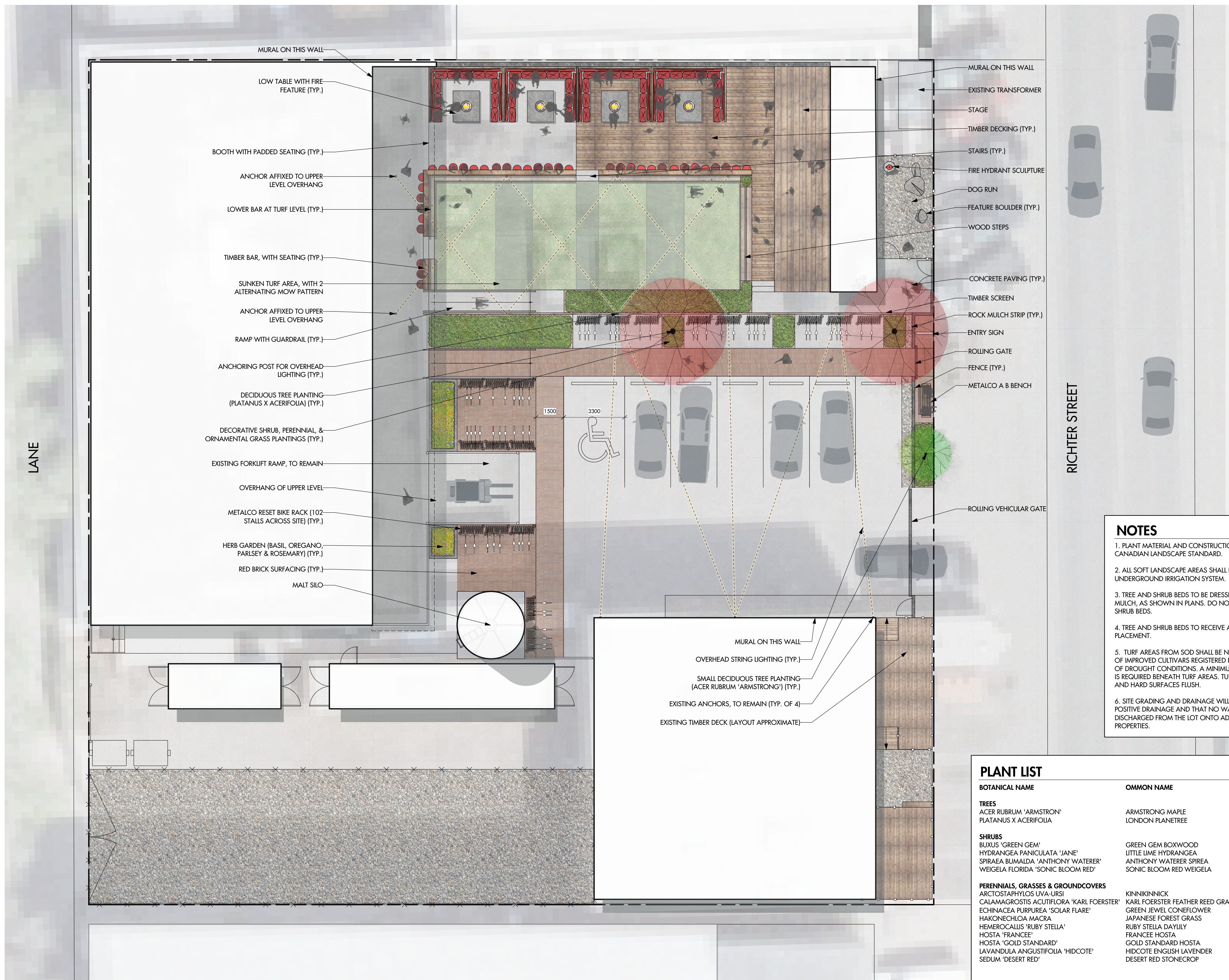
project no. 3394

drawing title
ELEVATIONS

designed	scale 3/16" = 1'-0"
drawn WJZ	
checked PMC	
drawing no.	

DP3.01

plotted September 8, 2020 08:42 AM



- NOTES**
1. PLANT MATERIAL AND CONSTRUCTION METHODS SHALL MEET OR EXCEED THE CANADIAN LANDSCAPE STANDARD.
 2. ALL SOFT LANDSCAPE AREAS SHALL BE WATERED BY A FULLY AUTOMATIC TIMED UNDERGROUND IRRIGATION SYSTEM.
 3. TREE AND SHRUB BEDS TO BE DRESSED IN A MINIMUM 50mm DOUGLAS RED FIR MULCH, AS SHOWN IN PLANS. DO NOT PLACE WEED MAT UNDERNEATH TREE AND SHRUB BEDS.
 4. TREE AND SHRUB BEDS TO RECEIVE A MINIMUM 300mm 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 100mm DEPTH OF GROWING MEDIUM IS REQUIRED BENEATH TURF AREAS. TURF AREAS SHALL MEET EXISTING GRADES AND HARD SURFACES FLUSH.
 6. SITE GRADING AND DRAINAGE WILL ENSURE THAT ALL STRUCTURES HAVE POSITIVE DRAINAGE AND THAT NO WATER OR LOOSE IMPEDIMENTS WILL BE DISCHARGED FROM THE LOT ONTO ADJACENT PUBLIC, COMMON, OR PRIVATE PROPERTIES.

PLANT LIST			
BOTANICAL NAME	OMMON NAME	QTY	SIZE/SPACING & REMARKS
TREES			
ACER RUBRUM 'ARMSTRON'	ARMSTRONG MAPLE	1	6cm CAL.
PLATANUS X ACERIFOLIA	LONDON PLANETREE	2	6cm CAL.
SHRUBS			
BUXUS 'GREEN GEM'	GREEN GEM BOXWOOD	2	#02 CONT. /1.0M O.C. SPACING
HYDRANGEA PANICULATA 'JANE'	LITTLE LIME HYDRANGEA	1	#02 CONT. /1.5M O.C. SPACING
SPIRAEA BUMALDA 'ANTHONY WATERER'	ANTHONY WATERER SPIREA	2	#02 CONT. /1.2M O.C. SPACING
WEIGELA FLORIDA 'SONIC BLOOM RED'	SONIC BLOOM RED WEIGELA	2	#02 CONT. /1.2M O.C. SPACING
PERENNIALS, GRASSES & GROUNDCOVERS			
ARCTOSTAPHYLOS UVA-URSI	KINNICKINICK	4	#01 CONT. /0.75M O.C. SPACING
CALAMAGROSTIS ACUTIFLORA 'KARL FOERSTER'	KARL FOERSTER FEATHER REED GRASS	4	#01 CONT. /0.75M O.C. SPACING
ECHINACEA PURPUREA 'SOLAR FLARE'	GREEN JEWEL CONEFLOWER	6	#01 CONT. /0.6M O.C. SPACING
HAKONECHLOA MACRA	JAPANESE FOREST GRASS	8	#01 CONT. /0.5M O.C. SPACING
HEMEROCALLIS 'RUBY STELLA'	RUBY STELLA DAYLILY	6	#01 CONT. /0.6M O.C. SPACING
HOSTA 'FRANCEE'	FRANCEE HOSTA	6	#01 CONT. /0.6M O.C. SPACING
HOSTA 'GOLD STANDARD'	GOLD STANDARD HOSTA	2	#01 CONT. /1.0M O.C. SPACING
LAVANDULA ANGSTIFOLIA 'HIDCOTE'	HIDCOTE ENGLISH LAVENDER	6	#01 CONT. /0.6M O.C. SPACING
SEDUM 'DESERT RED'	DESERT RED STONECROP	6	#01 CONT. /0.6M O.C. SPACING

SCHEDULE C

This forms part of application
DP20-0052

Planner Initials **AF**

City of Kelowna
COMMUNITY PLANNING



PROJECT TITLE

RED BIRD BREWING
1080 RICHTER ST

Kelowna, BC

DRAWING TITLE

CONCEPTUAL
LANDSCAPE PLAN

ISSUED FOR / REVISION		
1	20.03.26	Review
2	20.03.31	Review
3	20.04.08	Review
4	20.06.19	Review
5	29.06.19	Review

PROJECT NO	20-033
DESIGN BY	FB
DRAWN BY	NG
CHECKED BY	FB
DATE	JUNE 29, 2020
SCALE	1:100
PAGE SIZE	24x36

SEAL



DRAWING NUMBER

L1/2



DP20-0052

1080-1090 Richter St

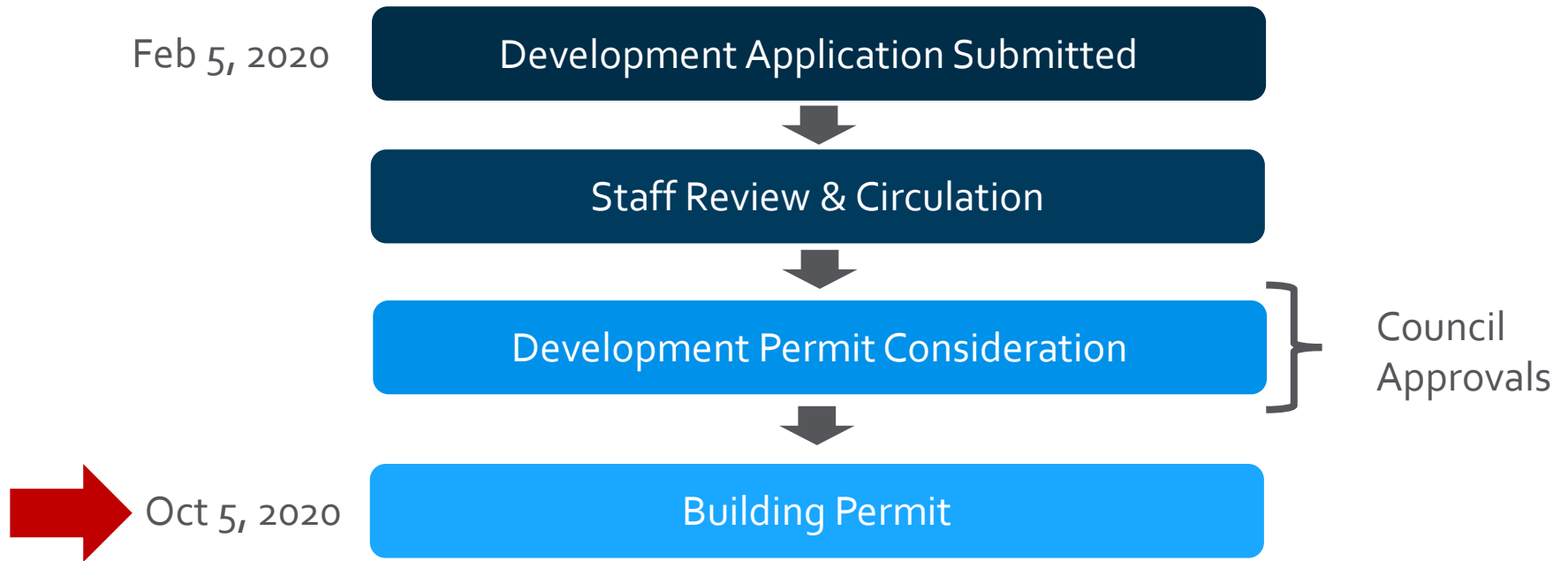
Development Permit Application



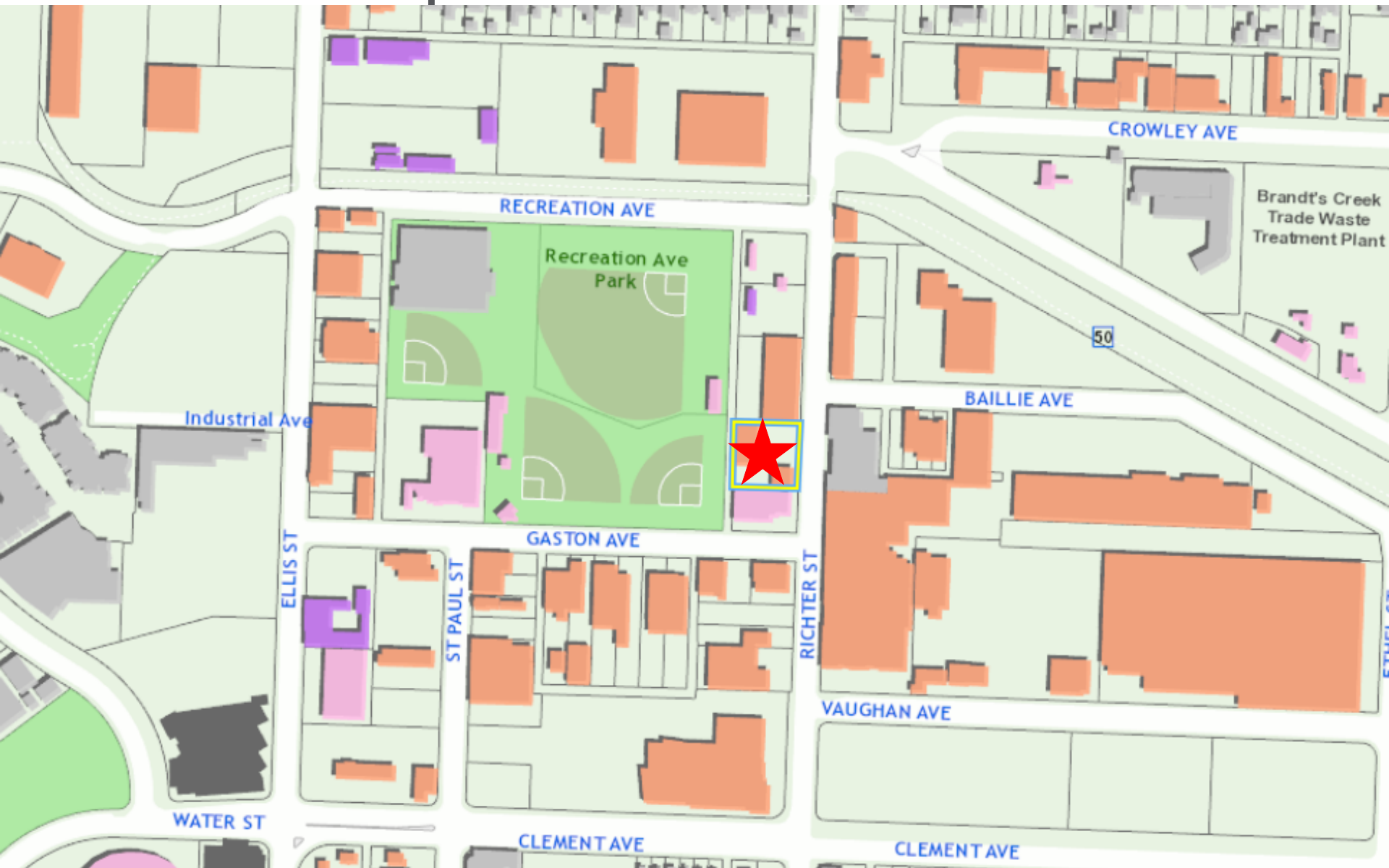
Proposal

- ▶ To consider the form and character of a brewery and distillery expansion.

Development Process



Context Map

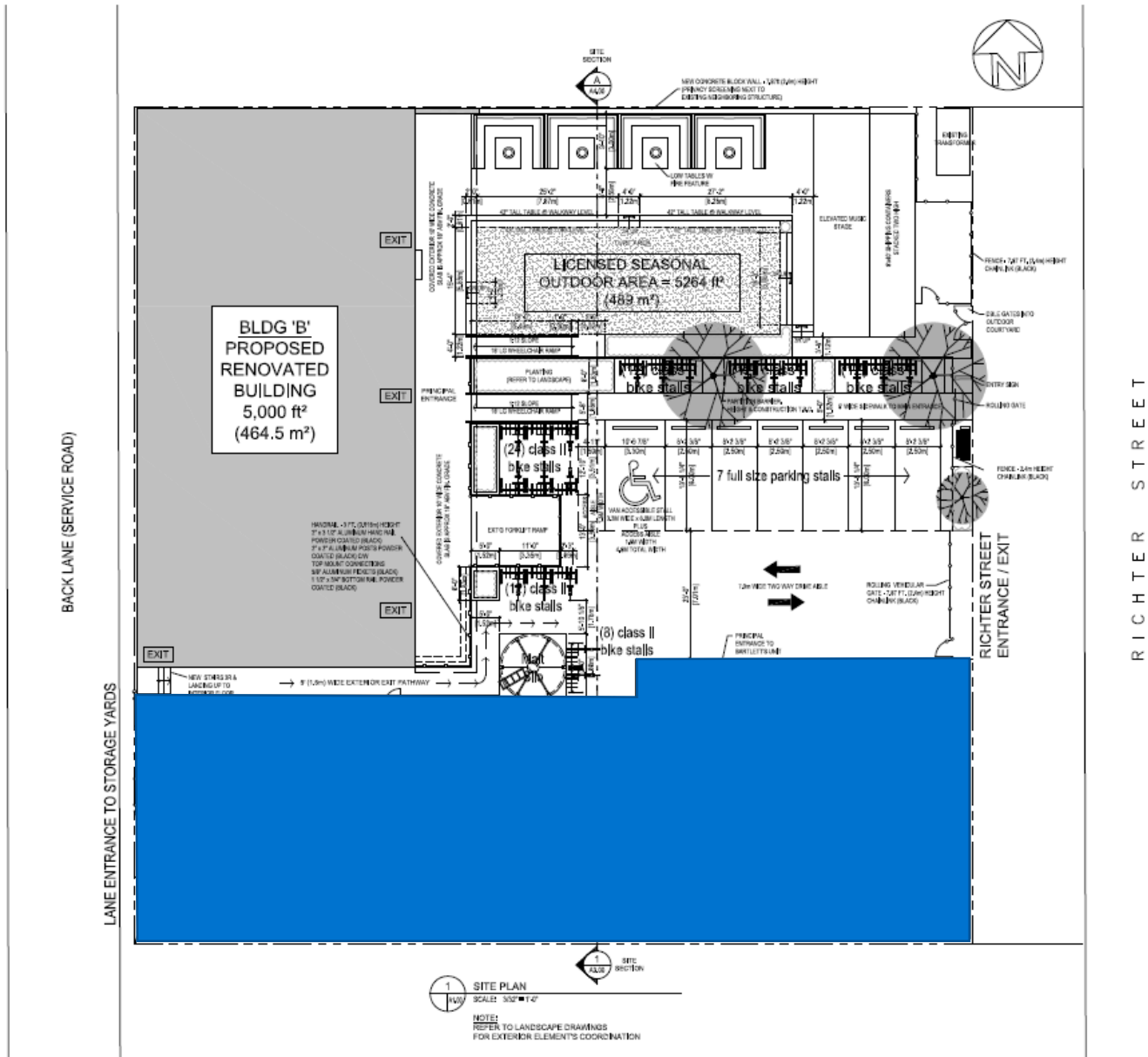


Subject Property Map



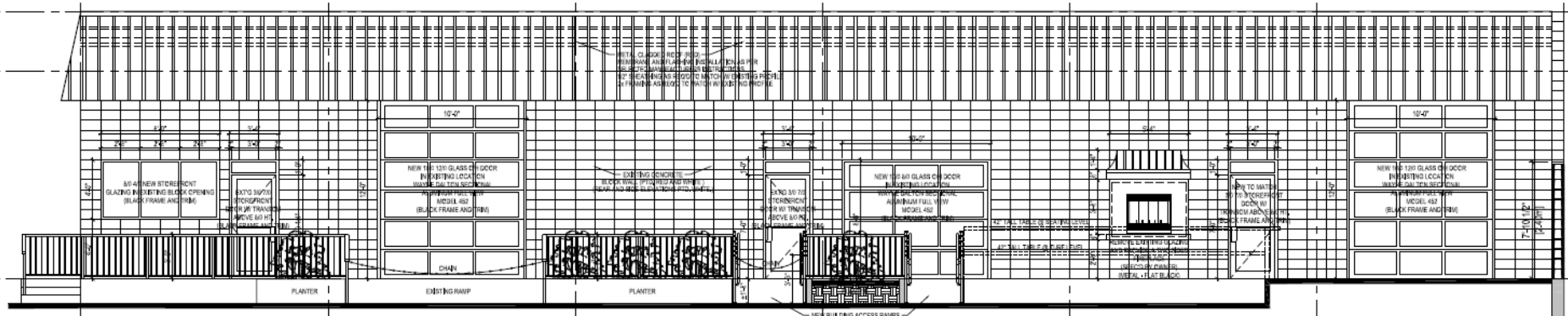
Project/technical details

- ▶ No additional floor area proposed
- ▶ Building B use change
- ▶ 7 existing parking stalls maintained
- ▶ Site renovation focused on outdoor improvements



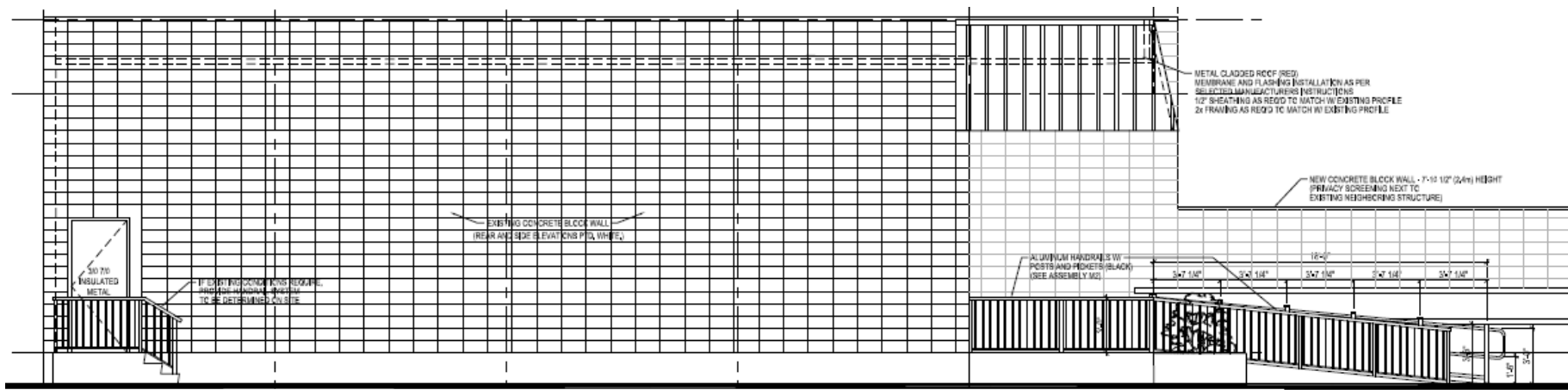
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East Elevation – Fronting Richter St

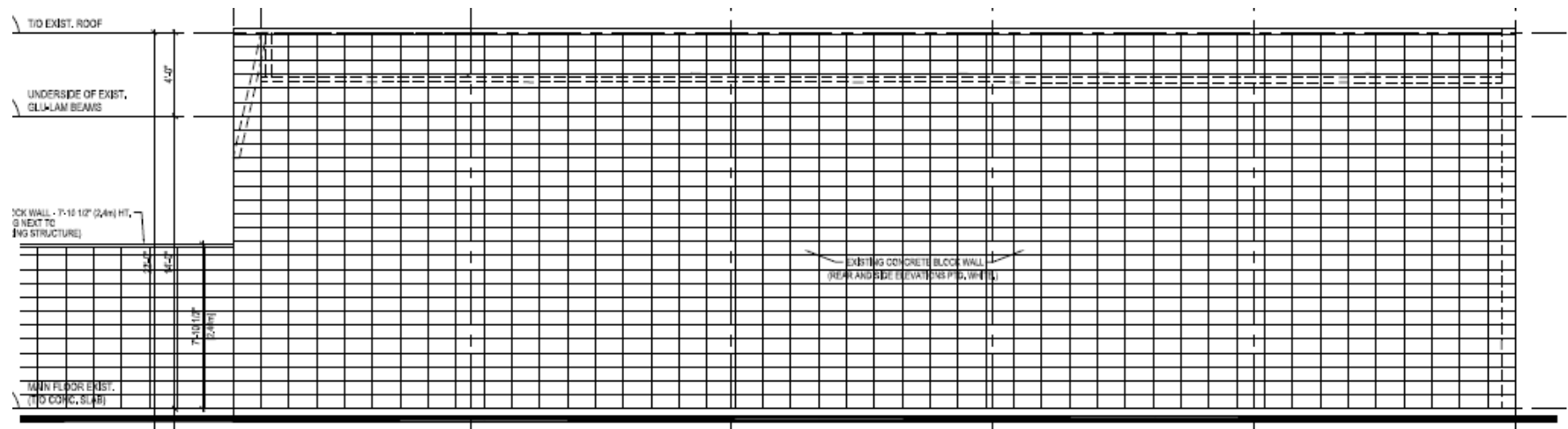


East Elevation – Enlarged

Elevations

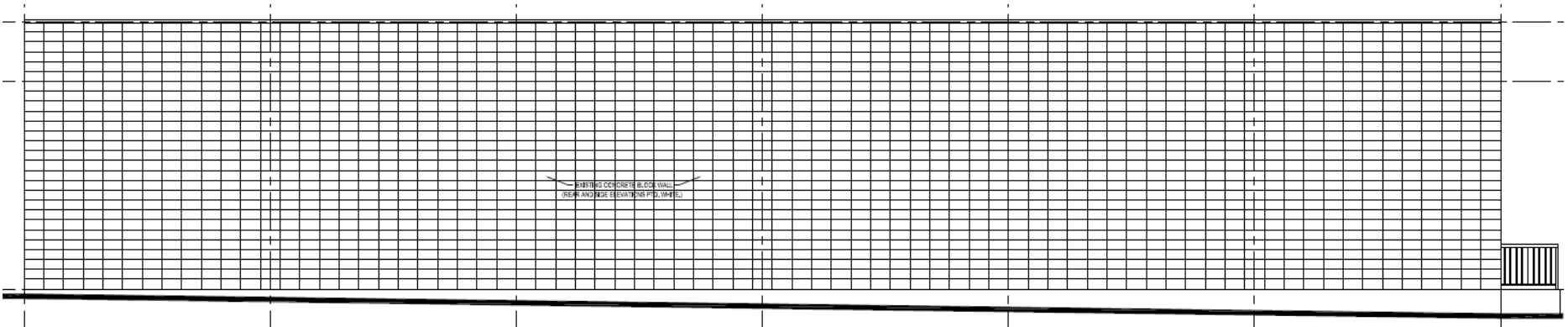


South Elevation



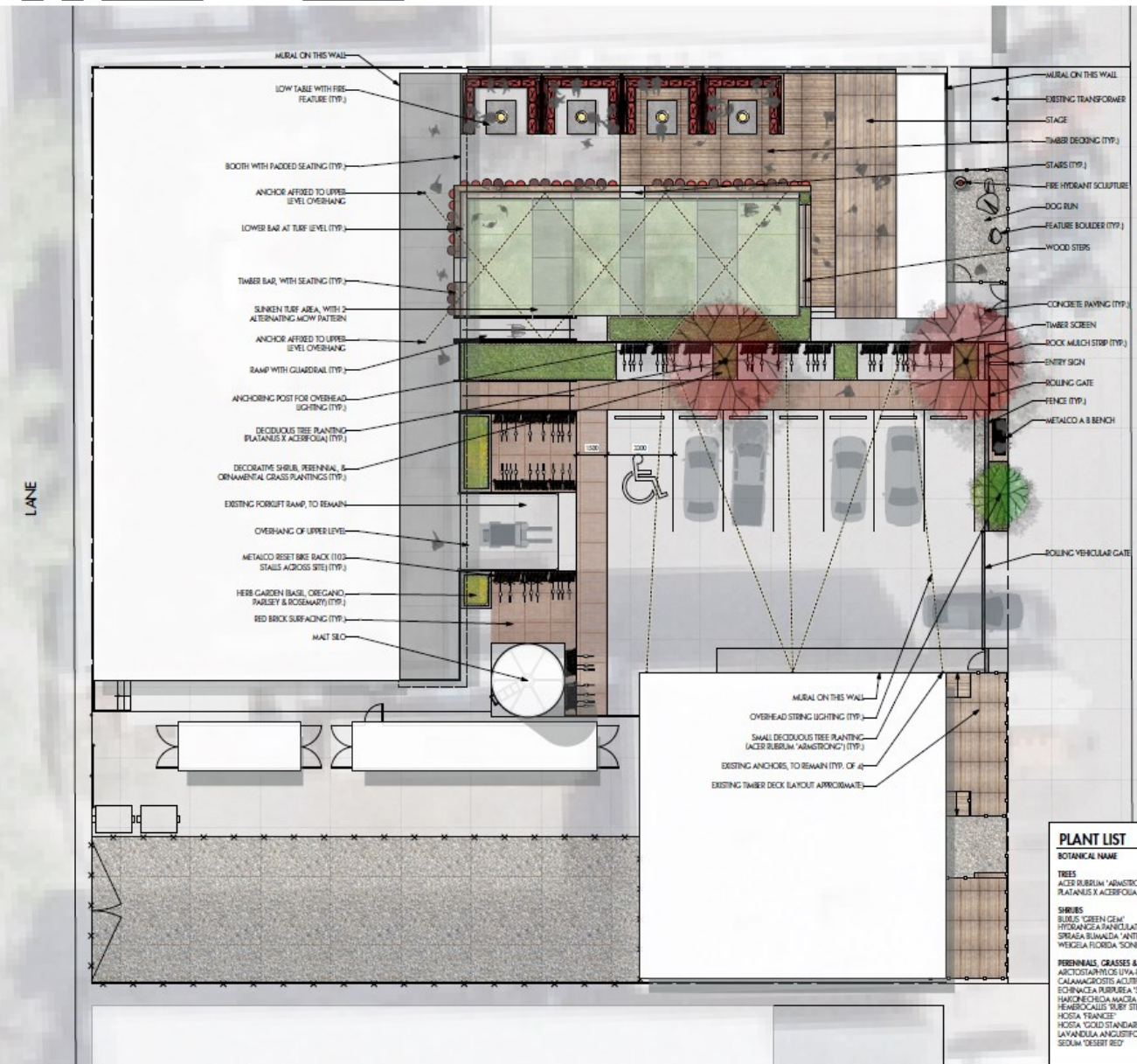
North Elevation

Elevations



West Elevation – Fronting Recreation Avenue Park

Landscape Plan



- NOTES**
1. PLANT MATERIAL AND CONSTRUCTION METHODS SHALL MEET OR EXCEED THE CANADIAN LANDSCAPE STANDARD.
 2. ALL SOFT LANDSCAPE AREAS SHALL BE WATERED BY A FULLY AUTOMATIC TIMED UNDERGROUND IRRIGATION SYSTEM.
 3. TREE AND SHRUB BEDS TO BE DRESSED IN A MINIMUM 50mm DOUGLAS RED FIRE MULCH, AS SHOWN IN PLANS. DO NOT PLACE WEED MAT UNDERNEATH TREE AND SHRUB BEDS.
 4. TREE AND SHRUB BEDS TO RECEIVE A MINIMUM 300mm DEPTH TOPSOIL PLACEMENT.
 5. TURF AREAS FROM SOO 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 100mm DEPTH OF GROWING MEDIUM IS REQUIRED BENEATH TURF AREAS. TURF AREAS SHALL MEET EXISTING GRADES AND HARD SURFACES FLUSH.
 6. SITE GRADING AND DRAINAGE WILL ENSURE THAT ALL STRUCTURES HAVE POSITIVE DRAINAGE AND THAT NO WATER OR LOOSE IMPEDIMENTS WILL BE DISCHARGED FROM THE LOT INTO ADJACENT PUBLIC, COMMON, OR PRIVATE PROPERTIES.

PLANT LIST			
BOTANICAL NAME	COMMON NAME	QTY	SIZE / SPACING & REMARKS
TREES			
ACER RUBRUM 'ARMSTRONG'	ARMSTRONG MAPLE	1	6cm CAL.
PLATANUS X ACERFOILIA	IONOPHANTREE	2	6cm CAL.
SHRUBS			
BUDBUS 'GREEN GEM'	GREEN GEM BIRCHWOOD	2	#02 CONT. / 1.0M O.C. SPACING
HYDRANGEA PANICULATA 'LANCE'	LITTLE LANE HYDRANGEA	1	#02 CONT. / 1.5M O.C. SPACING
DRACAENA BUNNADA 'ANTHONY WATERBURY'	ANTHONY WATERBURY GRECA	2	#02 CONT. / 1.5M O.C. SPACING
WEIGELA FLORIDA 'SONIC BLOOM RED'	SONIC BLOOM RED WEIGELA	2	#02 CONT. / 1.5M O.C. SPACING
PERENNIALS, GRASSES & GROUNDCOVERS			
ARCTOSTAPHYLOS UVA-URSI	KN-BONNICK	4	#01 CONT. / 0.75M O.C. SPACING
CALAMAGROSTIS ALPINA 'LARA'	LARA FORTRESS FEATHER BED GRASS	4	#01 CONT. / 0.75M O.C. SPACING
SCIRPUS AUBURNSEA 'SOLAR FLARE'	GREEN JEWEL CORNFLOWER	6	#01 CONT. / 0.5M O.C. SPACING
HATFORDIA MAJIDA	JAPANESE FORTRESS GRASS	8	#01 CONT. / 0.5M O.C. SPACING
HEMLOCKIS 'TUBBY STELLA'	TUBBY STELLA DANIEL	6	#01 CONT. / 0.5M O.C. SPACING
HOSTA 'DANCER'	FRANCEE HOSTA	6	#01 CONT. / 0.5M O.C. SPACING
HOSTA 'GOLD STANDARD'	GOLD STANDARD HOSTA	2	#01 CONT. / 1.0M O.C. SPACING
LAVANDULA ANGUSTRIFOLIA 'HIDCOTE'	HIDCOTE ENGLISH LAVENDER	4	#01 CONT. / 0.5M O.C. SPACING
SEDUM 'DESERT RED'	DESERT RED STONECROP	6	#01 CONT. / 0.5M O.C. SPACING

Renderings



Development Policy

- ▶ Meets the intent of the OCP Urban Design Guidelines:
 - ▶ Existing site significantly enhanced
 - ▶ Complementary landscape plantings
 - ▶ 3 new deciduous trees
 - ▶ Raised herb gardens
 - ▶ New site furniture
 - ▶ Seating bench
 - ▶ 80 short-term bike racks
 - ▶ Dog Run
 - ▶ Outdoor standing and seating areas
 - ▶ Outdoor stage

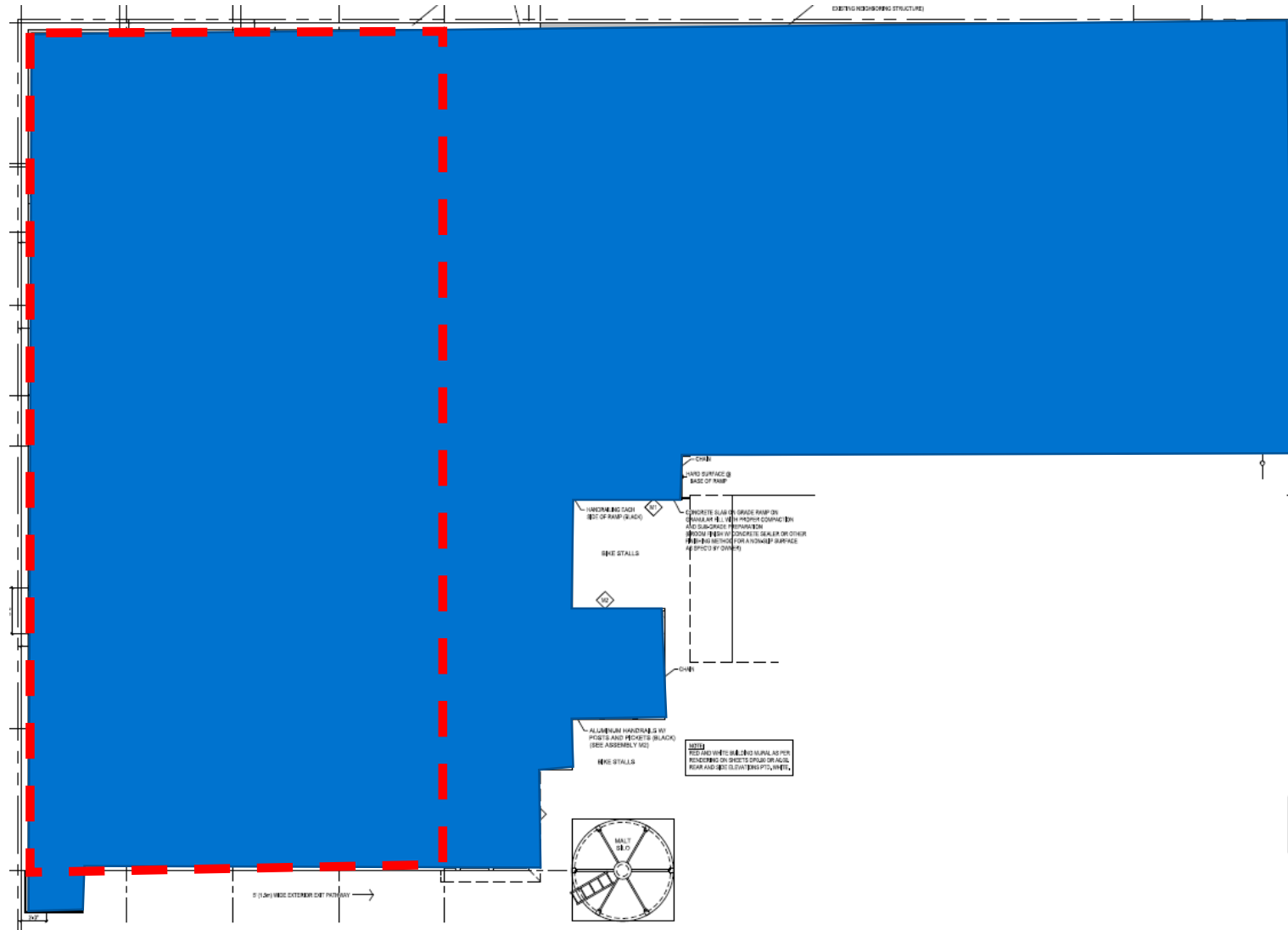
Staff Recommendation

- ▶ Staff are recommending support for the proposed Development Permit Application
 - ▶ Consistent with OCP Urban Design Guidelines
 - ▶ Physical Connections between public street and private buildings
 - ▶ Active exterior spaces



Conclusion of Staff Remarks

Floor Plan



REPORT TO COUNCIL



Date: October 5th, 2020

To: Council

From: City Manager

Department: Development Planning Department

Application: DP20-0107 **Owner:** 1099732 B.C. Ltd. Inc.No.
BC1099732 and 1087253 B.C.
Ltd Inc.No BC1087253

Address: 1638 Cary Road **Applicant:** Garry Tomporowski – GTA
Architecture

Subject: Development Permit Application

Existing OCP Designation: SC – Service Commercial

Existing Zone: C10 – Service Commercial

1.0 Recommendation

THAT Council authorizes the issuance of Development Permit No. DP20-0107 for Lot A District Lot 125 ODYD Plan KAP77245 at 1638 Cary 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 to 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 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 Form and Character Development Permit for a proposed car dealership.

3.0 Development Planning

Development 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. The inherent nature of a car dealership generally causes inconsistency in some urban design guidelines, i.e. "hiding parking in the rear". The applicant has worked with Development Planning Staff to achieve a positive form and character of the building, as well as landscaping throughout the site. Future signs must comply with the City's Sign Bylaw No. 11530 and the applicant will ensure the proposed signage will not negatively impact the tree planting or landscaping.

4.0 Proposal

4.1 Background

The applicant recently completed a subdivision (S18-0052-01) of the subject property, which created two new lots; Lot 1 to the North and Lot 2 to the South. This Development Permit application is for a portion of Lot 2, which will eventually be the home of two dealerships. Staff are currently reviewing an instream Development Application for the remainder of the lot. The existing Buy Truck Direct Centre dealership is currently located on the subject property but will be removed and relocated to the new project location in Lot2B.

4.2 Project Description

The Development Permit Application is for the new Buy Truck Direct Centre dealership on the subject property. The existing dealership will be removed and relocated to what is known as Lot 2B on the western portion of the newly created lot. The entire site is approximately 21,214.85m² in size, while the project area is 6,847.46m². The proposed one-storey building will be a modest 376.5m² (4,053ft²) in size and be located towards the rear of the property. The remainder of the project area will primarily be a mix of staff, customer and inventory parking. The property will also undergo landscape improvements to help improve the interface with Cary Road. These improvements include 3.0m landscape buffers on three lot lines and landscape islands throughout the parking area.

The internal functions and uses of the dealership can be summarized as the showroom, reception, office space and a service area. The outside will be characterized by a large glazed wall surrounding the offices and showroom. The rest of the building will be a mix of dark grey and blue corrugated metal, grey and red metal panels, precast insulated panel and anodized aluminum. With its clear, simple shape, this design element is used in all the principal elements of the dealership branding and is a large improvement from the existing site. The landscape plan will complement the building and define the parking and inventory area.

4.3 Site Context

The subject property is in the Highway 97 OCP Sector and the surrounding area is primarily a mix between I2 – General Industrial and C10 – Service Commercial. The surrounding area also has a Future Land Use Designation of SC – Service Commercial, COMM – Commercial and IND – Industrial.

Specifically, adjacent land uses are as follows:

Orientation	Zoning	Land Use
North	C10 – Service Commercial, C9 – Tourist Commercial and I1 – Business Industrial	Motel, Apartment Housing and Office Space
East	C10 – Service Commercial	Retail Store and Automotive Service
South	I2 – General Industrial & C10 – Service Commercial	General Industrial and Automotive Parts
West	I2 – General Industrial	Private Club

Subject Property Map: 1638 Cary Road



4.4 Zoning Analysis Table

Zoning Analysis Table		
CRITERIA	C10 ZONE REQUIREMENTS	PROPOSAL
Existing Lot/Subdivision Regulations		
Min. Lot Area	1,000m ²	21,214.85m ²
Min. Lot Width	30.0m	211.04m
Min. Lot Depth	30.0m	93.1m
Development Regulations		
Max. Floor Area Ratio	0.65	0.018
Max. Site Coverage (buildings)	60%	5.5%
Max. Height	12.0m	6m

Min. Front Yard	2.0m	44.4m
Min. Side Yard (West)	0.0m	55.4m
Min. Side Yard (East)	0.0m	8.6m
Min. Rear Yard	0.0m	22.6m
Other Regulations		
Min. Parking Requirements	5	159 (total)
Min. Bicycle Parking	2	2 (1 long term + 1 short term)
Min. Loading Space	0	1

5.0 Current Development Policies

5.1 Kelowna Official Community Plan (OCP)

Chapter 14: Urban Design DP Guidelines

Objectives:

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

6.0 Application Chronology

Date of Application Received: April 7th, 2020

Date Public Consultation Completed: N/A

Report prepared by: Tyler Caswell, Planner I

Reviewed by: Dean Strachan, Community Planning & Development Manager

Approved for Inclusion: Terry Barton, Development Planning Department Manager

Attachments:

Attachment A: Draft Development Permit DP20-0107

Schedule A: Site Plan

Schedule B: Elevations and Materials

Schedule C: Landscape Plan

Development Permit DP20-0107



This permit relates to land in the City of Kelowna municipally known as 1638 Cary Road

and legally known as Lot A District Lot 125 ODYD Plan KAP77245

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

C10 – Service Commercial

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

Date of Council's Decision: October 5th, 2020

Decision By: Council

Development Permit Area: Comprehensive DPA

Existing Zone: C10 – Service Commercial

Future Land Use Designation: SC – Service Commercial

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: 1099732 B.C. Ltd., Inc. No. BC1099732 & 1087253 B.C. Ltd., Inc. No. BC1087253

Applicant: Garry J. Tomporowski – GTA Architecture

Terry Barton
Development 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 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 **\$127,565.00**

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.**

ATTACHMENT

A

This forms part of application

DP20-0107

Planner
Initials

TC

City of
Kelowna
DEVELOPMENT PLANNING



GENERAL NOTES:

- FINAL PARKING COUNTS, INCLUDING INVENTORY, DISPLAY, CUSTOMER, SERVICED, AND STAFF PARKING TO BE DETERMINED
- PARKING LAYOUT TO BE DETERMINED. ADDITIONAL PARKING MAY BE REQUIRED OFF-SITE OR OTHERWISE ACCOMMODATED ONSITE BY A PARKING STRUCTURE
- CURRENT ADDRESS OF SUBJECT PROPERTY IS 1638 CARY ROAD. NEW ADDRESSES WILL BE PROVIDED FOR SEPARATE BUILDINGS.
- SEE CIVIL FOR ALL GEODETIC & GRADING INFORMATION.
- SEE LANDSCAPE PLANS FOR ALL LANDSCAPING.
- LIGHT STANDARD- PLACEMENT AND QUANTITY TO BE CONFIRMED BY ELECTRICAL ENGINEER FOR BUILDING PERMIT.

BUY DIRECT PARKING STALL COUNT:	
REQUIRED STALLS:	5
TOTAL STALLS:	159
REGULAR:	148 (94%)
SMALL:	8 (5%)
VAN ACCESSIBLE:	1
ACCESSIBLE:	1
LOADING:	1

NOTES:

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DATE	BY	NO.	REVISION
01/07/2020	SB	2	REVISED DEVELOPMENT PERMIT
20/03/2020	AW	1	ISSUED FOR DEVELOPMENT PERMIT



gta

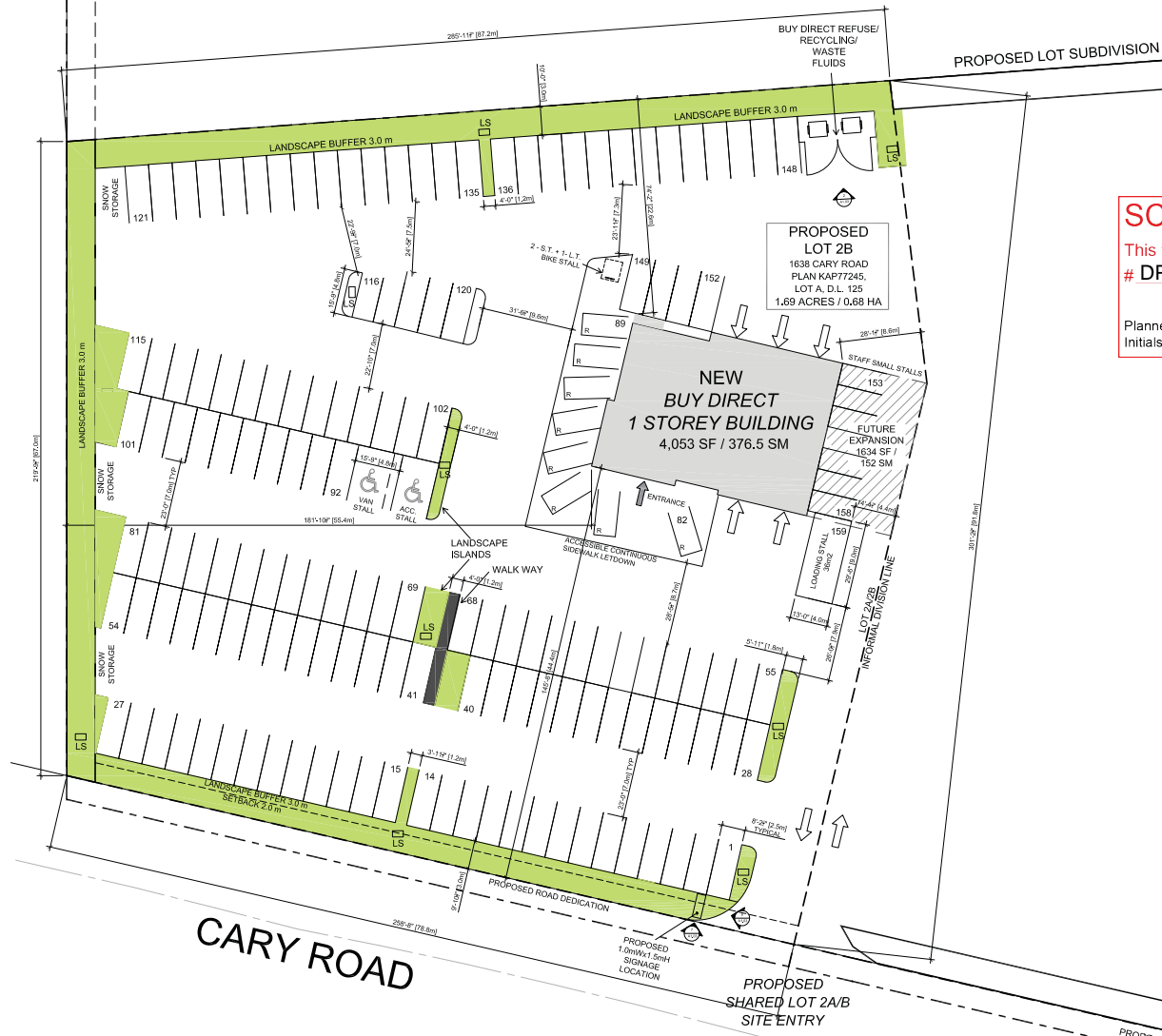
GTA ARCHITECTURE LTD.
243-1609 Spruill Road
Kelowna, British Columbia
V1Y 0V5
Fax: 250.979.4366
Telephone: 250.979.1668

DEVELOPED BY

PROJECT
BUY DIRECT TRUCK CENTRE
1638 CARY RD., KELOWNA, BC

SHEET TITLE
SITE PLAN

DESIGN	AW	SHEET NO.
DESIGN	SB	A1.01
SCALE	1/32" = 1'-0"	
DATE	MAR 10, 2020	FILE: A19-2B



SCHEDULE A

This forms part of application
DP20-0107

Planner Initials **TC**

City of Kelowna
DEVELOPMENT PLANNING

GENERAL NOTES:

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- LIGHT STANDARD- PLACEMENT AND QUANTITY TO BE CONFIRMED BY ELECTRICAL ENGINEER FOR BUILDING PERMIT.

LOT 1



NORTH

PROPOSED LOT 2
ACCESS EASEMENT

LOT 1
ACCESS EASEMENT

PROPOSED LOT SUBDIVISION

PROPOSED LOT SUBDIVISION

LANDSCAPE BUFFER 3.0 m

LANDSCAPE BUFFER 3.0 m

LANDSCAPE BUFFER 3.0 m

PROPOSED LOT 2B
1638 CARY ROAD
PLAN KAP77245
LOT A, D.L. 125
1.89 ACRES / 0.88 HA

NEW
BUY DIRECT
1 STOREY BUILDING
4,053 SF / 376.5 SM

FUTURE
EXPANSION
1634 SF /
152 SM

LOADING TRAIL
30'x10'

TO CARY ROAD

PROPOSED LOT 2A
1638 CARY ROAD
PLAN KAP77245
LOT A, D.L. 125
3.55 ACRES / 1.44 HA

LANDSCAPE BUFFER 3.0 m

LANDSCAPE BUFFER 3.0 m

LANDSCAPE BUFFER 3.0 m

LANDSCAPE BUFFER 3.0 m

LANDSCAPE BUFFER 3.0 m

LANDSCAPE BUFFER 3.0 m

LANDSCAPE BUFFER 3.0 m

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LANDSCAPE BUFFER 3.0 m

LANDSCAPE BUFFER 3.0 m

LANDSCAPE BUFFER 3.0 m

LANDSCAPE BUFFER 3.0 m

LANDSCAPE BUFFER 3.0 m

CARY ROAD

LOT 1/2
SITE ENTRY
(LOT 2 EASEMENT ACCESS)

PROPOSED ROAD DEDICATION

PROPOSED
SHARED LOT 2A/B
SITE ENTRY

PROPOSED
LOWWAY DRIVE
SIGNAGE
LOCATION

PROPOSED ROAD DEDICATION

PROPOSED ROAD DEDICATION

PROPOSED ROAD DEDICATION

PROPOSED ROAD DEDICATION

SCHEDULE

This forms part of application

DP20-0107

Planner Initials **TC**

A

City of Kelowna
DEVELOPMENT PLANNING

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01/07/2020	SB	2	REVISED DEVELOPMENT PERMIT
01/07/2020	SB	1	ISSUED FOR DEVELOPMENT PERMIT
DATE	BY	NO.	REVISION



gta

GTA ARCHITECTURE LTD.
243-1609 Spruill Rd
Kelowna, British Columbia
V1Y 0V5
Fax: 250.979.4366
Telephone: 250.979.1666

DEVELOPED BY

PROJECT

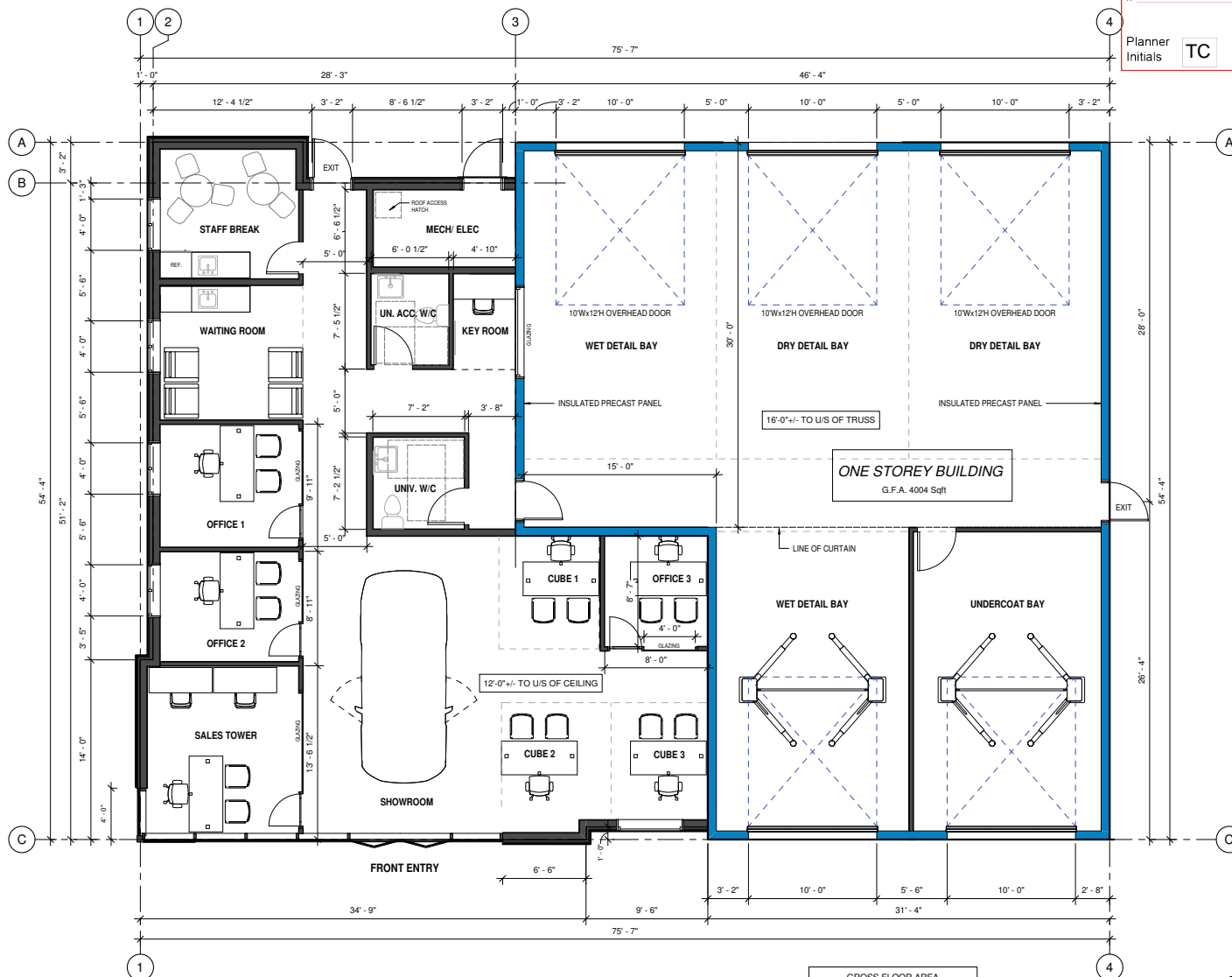
**BUY DIRECT
TRUCK CENTRE**

1638 CARY RD., KELOWNA, BC

SHEET TITLE

**ENLARGED
SITE PLAN**

DRAWN	AW	SHEET NO.
DESIGN	SB	A1.02
SCALE	1/32" = 1'-0"	
DATE	MAR 10, 2020	FILE: A19-2B



1 MAIN FLOOR PLAN
A2.01 1/4" = 1'-0"

GROSS FLOOR AREA	
NAME	AREA
GARAGE	2,162 sq ft
SHOWROOM + OFFICES	1,842 sq ft
TOTAL	4,004 sq ft

SCHEDULE A

This forms part of application
DP20-0107

Planner
Initials TC



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ISSUED FOR
DEVELOPMENT
PERMIT

NO.	DATE	BY	DESCRIPTION
1	03.07.2020	AW	REVIEW DEVELOPMENT PERMIT
2	20.08.2020	CP	ISSUED FOR DEVELOPMENT PERMIT

DESIGN CONSULTANT

SEAL



gta

GTA ARCHITECTURE LTD.
241 1888 SPRINGFIELD ROAD
NANAIMO, BRITISH COLUMBIA
V1Y 5G5
TELEPHONE: (250) 751-1888
WWW.GTA-BC.COM

DEVELOPED BY:

PROJECT
BUY DIRECT
TRUCK CENTRE
1638 CARY RD., KELOWNA, BC

SHEET TITLE
MAIN FLOOR PLAN

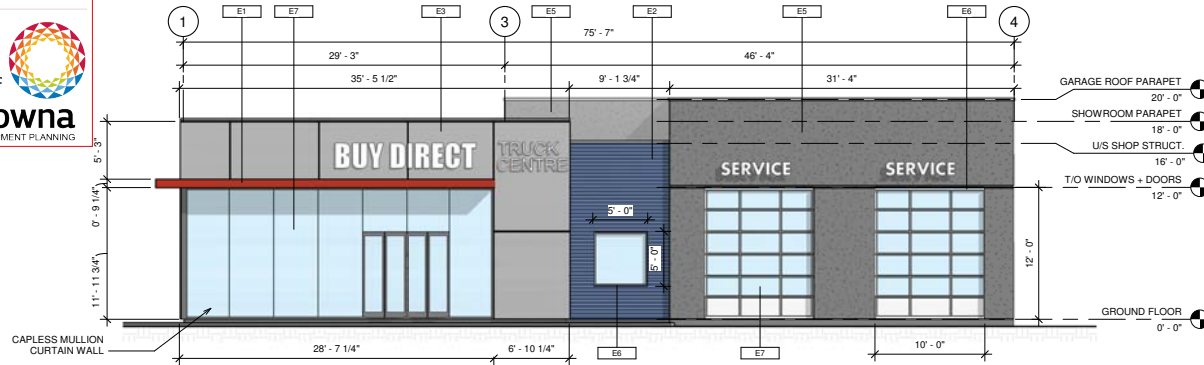
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DESIGNED BY: CP
SCALE: 1/4" = 1'-0"
DATE: 03.07.2020
FILE: A19-28

SCHEDULE

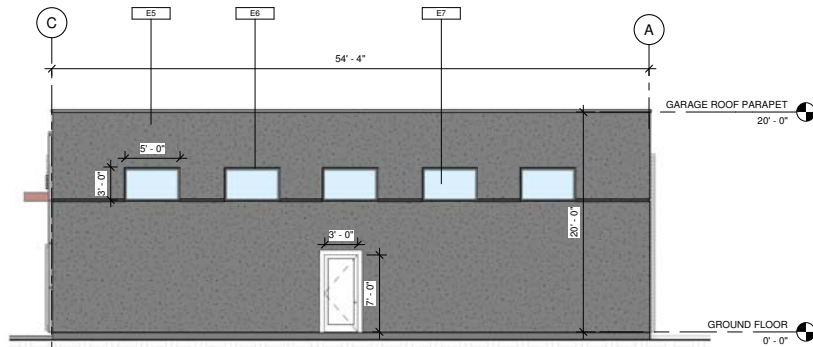
B

This forms part of application
DP20-0107

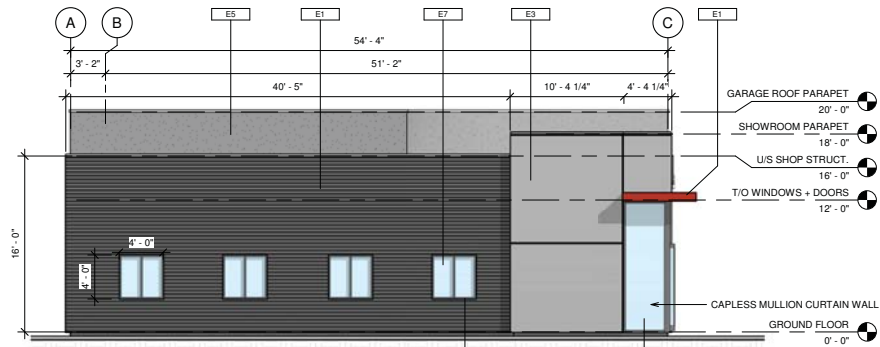
Planner
Initials TC



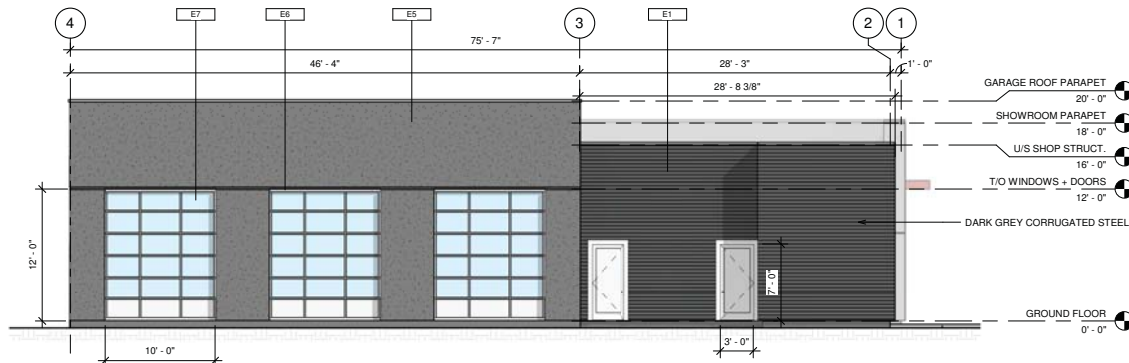
1 SOUTH ELEVATION
A3.01 3/16" = 1'-0"



2 EAST ELEVATION
A3.01 3/16" = 1'-0"



3 WEST ELEVATION
A3.01 3/16" = 1'-0"



4 NORTH ELEVATION
A3.01 3/16" = 1'-0"

MATERIAL LEGEND

E1	DARK GREY CORRUGATED METAL	E2	BLUE CORRUGATED METAL	E3	GREY METAL PANEL
E4	RED METAL PANEL	E5	PRECAST INSULATED PANEL	E6	ANODIZED ALUMINUM
E7	GLAZING				

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ISSUED FOR
BUILDING
PERMIT

NO.	DATE	BY	DESCRIPTION
2	03.07.2020		REVISOR DEVELOPMENT PERMIT
1	20.05.2020		ISSUED FOR DEVELOPMENT PERMIT

DESIGN CONSULTANT

SEAL



gta

GTA ARCHITECTURE LTD.
241 1888 SPRINGFIELD ROAD
KELOWNA, BRITISH COLUMBIA
V1Y 5G5
TELEPHONE: (250) 879-1888
WWW.GTA-CANADA.COM

DEVELOPED BY:

PROJECT
**BUY DIRECT
TRUCK CENTRE**
1638 CARY RD., KELOWNA, BC

SHEET TITLE

ELEVATIONS

DRAWN BY:	AW	DRAWING NO.	
DESIGNED BY:	CP		
SCALE:	As indicated		
DATE:	03.07.2020	FILE:	A19-28

SCHEDULE

This forms part of application
DP20-0107

Planner
Initials TC

B



1 3D PERSPECTIVE FRONT
A0.02



2 3D PERSPECTIVE REAR
A0.02

Notes:

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ISSUED FOR DEVELOPMENT PERMIT

2	03.07.2020	REVISOR DEVELOPMENT PERMIT
1	20.03.2020	ISSUED FOR DEVELOPMENT PERMIT

NO.	DATE	BY	DESCRIPTION
			DESIGN CONSULTANT

SEAL:

gta
GTA ARCHITECTURE LTD.
243 1888 SPRINGFIELD ROAD
Kelowna, British Columbia
V1Y 5G5
TELEPHONE: (250) 879-1888
www.gta.ca

DEVELOPED BY:

PROJECT
BUY DIRECT TRUCK CENTRE
1638 CARY RD., KELOWNA, BC

SHEET TITLE
PERSPECTIVE

DRAWN BY:	AW	DRAWING NO.	A0.02
DESIGNED BY:	CP		
SCALE:			
DATE:	03.07.2020	FILE:	A19-28

SCHEDULE

B

This forms part of application
DP20-0107

Planner
Initials

TC

City of
Kelowna
DEVELOPMENT PLANNING



EAST VIEW RENDERING



SOUTH EAST VIEW RENDERING

Notes:

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PERMIT

2	08.07.2020	REVISED DEVELOPMENT PERMIT
1	20.08.2020	ISSUED FOR DEVELOPMENT PERMIT

NO.	DATE	BY	DESCRIPTION
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DESIGN CONSULTANT

SEAL



gta

GTA ARCHITECTURE LTD.
243 1888 SPRINGFIELD ROAD
NANAIMO, BRITISH COLUMBIA
V1Y 5G5
TELEPHONE: (250) 751-1888
WWW.GTA-CA.COM

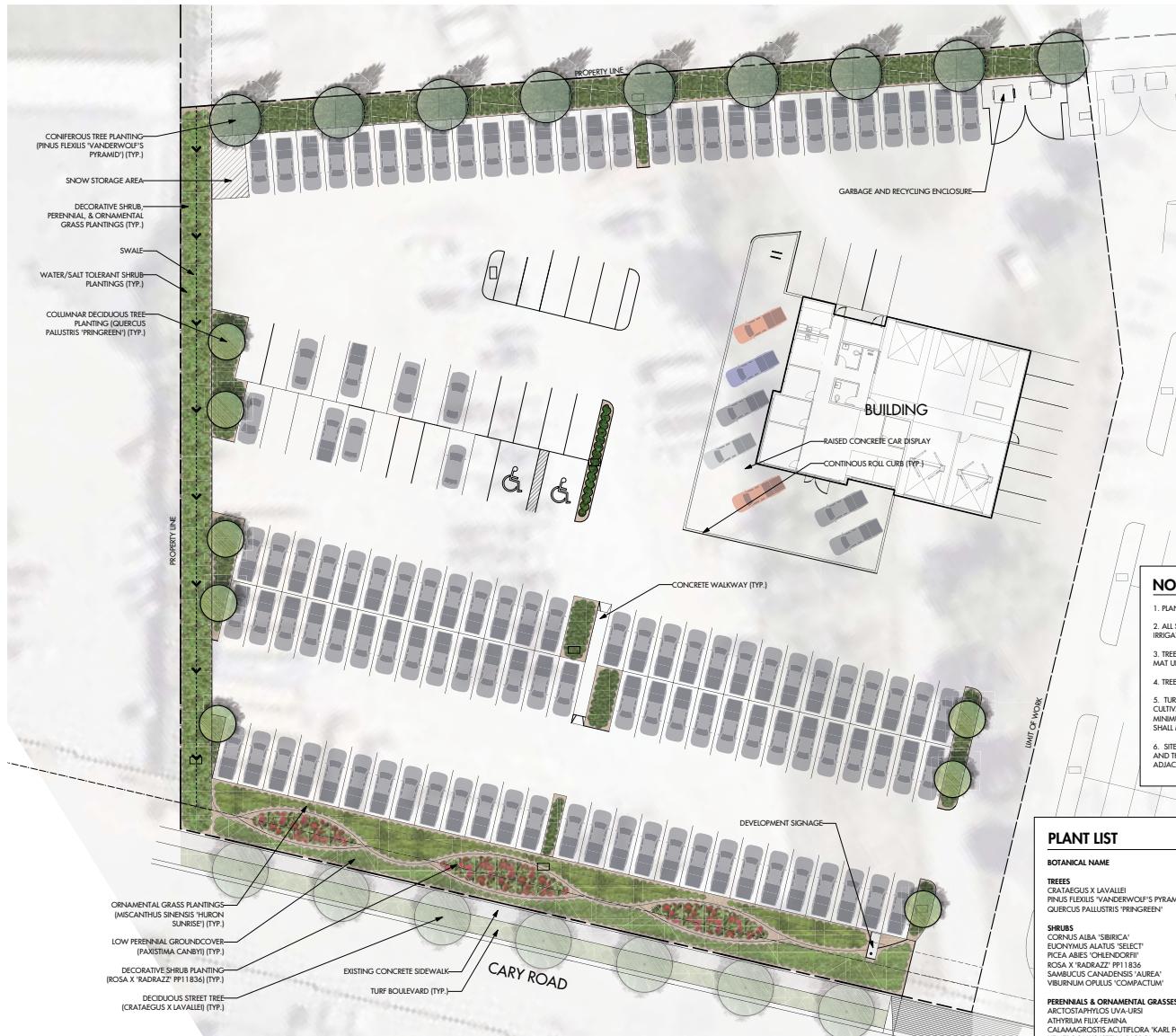
DEVELOPED BY:

PROJECT
**BUY DIRECT
TRUCK CENTRE**
1638 CARY RD., KELOWNA, BC

SHEET TITLE

RENDERINGS

DRAWN BY:	FF	DRAWING NO.
DESIGNED BY:	CP	A0.03
SCALE:		
DATE:	07/08/20	FILE: A19-28



SCHEDULE

C

This forms part of application
DP20-0107

Planner
Initials TC

City of
Kelowna
DEVELOPMENT PLANNING



OUTLAND DESIGN
LANDSCAPE ARCHITECTURE

303-590 KLO Road
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www.outlanddesign.ca



PROJECT TITLE

BUY DIRECT
1638 CARY ROAD

Kelowna, BC

DRAWING TITLE

CONCEPTUAL
LANDSCAPE PLAN

ISSUED FOR / REVISION

1	20.03.06	Review
2	20.03.23	Development Permit
3	20.07.06	Development Permit
4		
5		

PROJECT NO. 20021

DESIGN BY KF

DRAWN BY HGS/YVC

CHECKED BY FB

DATE 18.06.2020

SCALE 1:200

PAGE SIZE 24x36

SEAL



DRAWING NUMBER

L1/2

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NOTES

1. PLANT MATERIAL AND CONSTRUCTION METHODS SHALL MEET OR EXCEED C.L.N.A. STANDARDS.
2. ALL SOFT LANDSCAPE AREAS SHALL BE WATERED BY A FULLY AUTOMATIC TIMED UNDERGROUND IRRIGATION SYSTEM.
3. TREE AND SHRUB BEDS TO BE DRESSED IN A MINIMUM 75mm WOOD MULCH. DO NOT PLACE WEED MAT UNDERNEATH TREE AND SHRUB BEDS.
4. TREE AND SHRUB BEDS TO RECEIVE A MINIMUM 300mm DEPTH TOPSOIL PLACEMENT.
5. TURF AREAS FROM SCD 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.
6. SITE GRADING AND DRAINAGE WILL ENSURE THAT ALL STRUCTURES HAVE POSITIVE DRAINAGE AND THAT NO WATER OR LOOSE IMPEDIMENTS WILL BE DISCHARGED FROM THE LOT ONTO ADJACENT PUBLIC, COMMON OR PRIVATE PROPERTIES.

PLANT LIST

BOTANICAL NAME	COMMON NAME	QTY	SIZE / SPACING & REMARKS
TREES			
CRATAEGUS X LAVALLEI	LAVALLE HAWTHORN	7	6cm CAL
PINUS FLEXILIS 'VANDERWOLF'S PYRAMID'	VANDERWOLF'S PYRAMID PINE	9	2.5m HT.
QUERCUS PAULSTRIUS 'PRINCEGREEN'	GREEN PILLAR OAK	8	6cm CAL
SHRUBS			
CORPUS ALBA 'SIBERICA'	ARCTIC SUN DOGWOOD	44	#02 CONT. / 1.5m O.C. SPACING
EUKALYPTUS ALATUS 'SELECT'	FIRE BAIL BURNING BUSH	44	#02 CONT. / 1.5m O.C. SPACING
PRICKLEBERRY 'CHERRYBERRY'	CHERRYBERRY SHRUB	31	#02 CONT. / 2.0m O.C. SPACING
ROSA X 'RADRAZZ' PP11836	KNOCKOUT RED ROSE	99	#02 CONT. / 1.0m O.C. SPACING
SAMBUCUS CANADENSIS 'AUREA'	GOLDEN ELDER	16	#02 CONT. / 2.5m O.C. SPACING
VIBURNUM OPULUS 'COMPACTUM'	EUROPEAN CRANBERRYBUSH	44	#02 CONT. / 1.5m O.C. SPACING
PERENNIALS & ORNAMENTAL GRASSES			
ARISTIDA PARRYSSII LVA-URS	KHINKHINK-NICK	101	#01 CONT. / 0.75m O.C. SPACING
LADY FERN	LADY FERN	158	#01 CONT. / 0.6m O.C. SPACING
ATHYRIA FILIX-FEMINA	KARL FOERSTER REED GRASS	101	#01 CONT. / 0.75m O.C. SPACING
CALLAMAGROSTIS ACUTIFLORA 'KARL FOERSTER'	STELLA D'ORO DAILY	158	#01 CONT. / 0.6m O.C. SPACING
HEMEROCALLIS 'STELLA D'ORO'	SNOW QUEEN IRIS	158	#01 CONT. / 0.6m O.C. SPACING
IRIS SIBERICA 'SNOW QUEEN'	HURON SUNRISE MAIDEN GRASS	39	#01 CONT. / 1.2m O.C. SPACING
MISCANTHUS SINENSIS 'HURON SUNRISE'	CLIFF GREEN	101	#01 CONT. / 0.75m O.C. SPACING
PAXISTIMA CANBYI			



SCHEDULE C

This forms part of application
DP20-0107

Planner
Initials TC



WATER CONSERVATION CALCULATIONS

LANDSCAPE MAXIMUM WATER BUDGET (WMB) = 1,119 cu.m. / year
ESTIMATED LANDSCAPE WATER USE (WU) = 726 cu.m. / year
WATER BALANCE = 393 cu.m. / year
*REFER ATTACHED IRRIGATION APPLICATION FOR DETAILED CALCULATIONS

IRRIGATION LEGEND

- ZONE #1: HIGH EFFICIENCY SUBSURFACE DRIP IRRIGATION FOR MODERATE WATER USE PLANTING AREAS
TOTAL AREA: 210 sq.m.
MICROCLIMATE: WEST EXPOSURE, FULL SUN
ESTIMATED ANNUAL WATER USE: 117 cu.m.
- ZONE #2: HIGH EFFICIENCY SUBSURFACE DRIP IRRIGATION FOR MODERATE WATER USE PLANTING AREAS
TOTAL AREA: 208 sq.m.
MICROCLIMATE: WEST EXPOSURE, PARTIALLY SHADED BY TREES
ESTIMATED ANNUAL WATER USE: 116 cu.m.
- ZONE #3: HIGH EFFICIENCY SUBSURFACE DRIP IRRIGATION FOR MODERATE WATER USE PLANTING AREAS
TOTAL AREA: 209 sq.m.
MICROCLIMATE: EAST EXPOSURE, PARTIALLY SHADED BY TREES
ESTIMATED ANNUAL WATER USE: 116 cu.m.
- ZONE #4: HIGH EFFICIENCY SUBSURFACE DRIP IRRIGATION FOR MODERATE WATER USE PLANTING AREAS
TOTAL AREA: 107 sq.m.
MICROCLIMATE: NORTH WEST EXPOSURE, PARTIALLY SHADED BY TREES
ESTIMATED ANNUAL WATER USE: 59 cu.m.
- ZONE #5: HIGH EFFICIENCY SUBSURFACE DRIP IRRIGATION FOR MODERATE WATER USE PLANTING AREAS
TOTAL AREA: 127 sq.m.
MICROCLIMATE: SOUTHWEST EXPOSURE, FULL SUN
ESTIMATED ANNUAL WATER USE: 71 cu.m.
- ZONE #6: HIGH EFFICIENCY SUBSURFACE DRIP IRRIGATION FOR MODERATE WATER USE PLANTING AREAS
TOTAL AREA: 138 sq.m.
MICROCLIMATE: SOUTHWEST EXPOSURE, FULL SUN
ESTIMATED ANNUAL WATER USE: 77 cu.m.
- ZONE #7: LOW VOLUME POP-UP SPRAYHEADS FOR TURF AREAS
TOTAL AREA: 120 sq.m.
MICROCLIMATE: SOUTH EXPOSURE, PARTIALLY SHADED BY TREES
ESTIMATED ANNUAL WATER USE: 171 cu.m.

IRRIGATION NOTES

- IRRIGATION PRODUCTS AND INSTALLATION METHODS SHALL MEET OR EXCEED THE REQUIREMENTS OF THE WATER USE REGULATION BYLAW NO. 10480 AND THE SUPPLEMENTARY SPECIFICATIONS IN THE CITY OF KELOWNA BYLAW 7900 (PART 6, SCHEDULE 5).
- THE IRRIGATION SYSTEM SHALL MEET THE REQUIREMENTS, REGULATIONS, AND BYLAWS OF THE WATER PURVEYOR.
- THE IRRIGATION SYSTEM SHALL BE EQUIPPED WITH AN APPROVED BACKFLOW PREVENTION DEVICE, WATER METER, AND SHUT OFF VALVE LOCATED OUTSIDE THE BUILDING ACCESSIBLE TO THE CITY.
- AN APPROVED SMART CONTROLLER SHALL BE INSTALLED. THE IRRIGATION SCHEDULING TIMES SHALL UTILIZE A MAXIMUM ET VALUE OF 7" / MONTH (KELOWNA, JULY ET), TAKING INTO CONSIDERATION SOIL TYPE, SLOPE, AND MICROCLIMATE.
- DRIP LINE AND EMITTERS SHALL INCORPORATE TECHNOLOGY TO LIMIT ROOT INTRUSION.
- IRRIGATION SLEEVES SHALL BE INSTALLED TO ROUTE IRRIGATION LINES UNDER HARD SURFACES AND FEATURES.
- IRRIGATION PIPE SHALL BE SIZED TO ALLOW FOR A MAXIMUM FLOW OF 1.5m / SEC.
- A FLOW SENSOR AND MASTER VALVE SHALL BE CONNECTED TO THE CONTROLLER AND PROGRAMMED TO STOP FLOW TO THE SYSTEM IN CASE OF AN IRRIGATION WATER LEAK.



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LANDSCAPE ARCHITECTURE

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PROJECT TITLE

BUY DIRECT
1638 CARY ROAD

Kelowna, BC

DRAWING TITLE

**WATER CONSERVATION/
IRRIGATION PLAN**

ISSUED FOR / REVISION

1	20.03.23	Review
2	20.03.23	Development Permit
3	20.07.26	Development Permit
4		
5		

PROJECT NO.	20021
DESIGN BY	KT
DRAWN BY	NS/YVC
CHECKED BY	FB
DATE	18. 06. 2020
SCALE	1:200
PAGE SIZE	24x36

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DP20-0107 1638 Cary Road

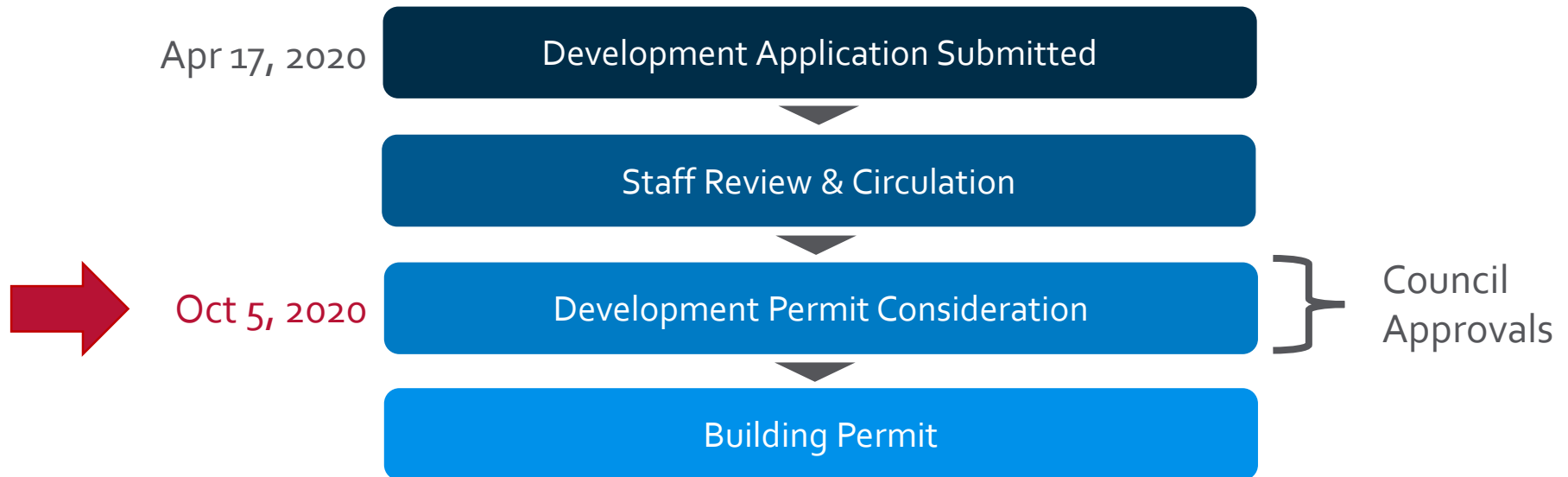
Development Permit Application



Proposal

- ▶ To consider the form and character of a proposed car dealership.

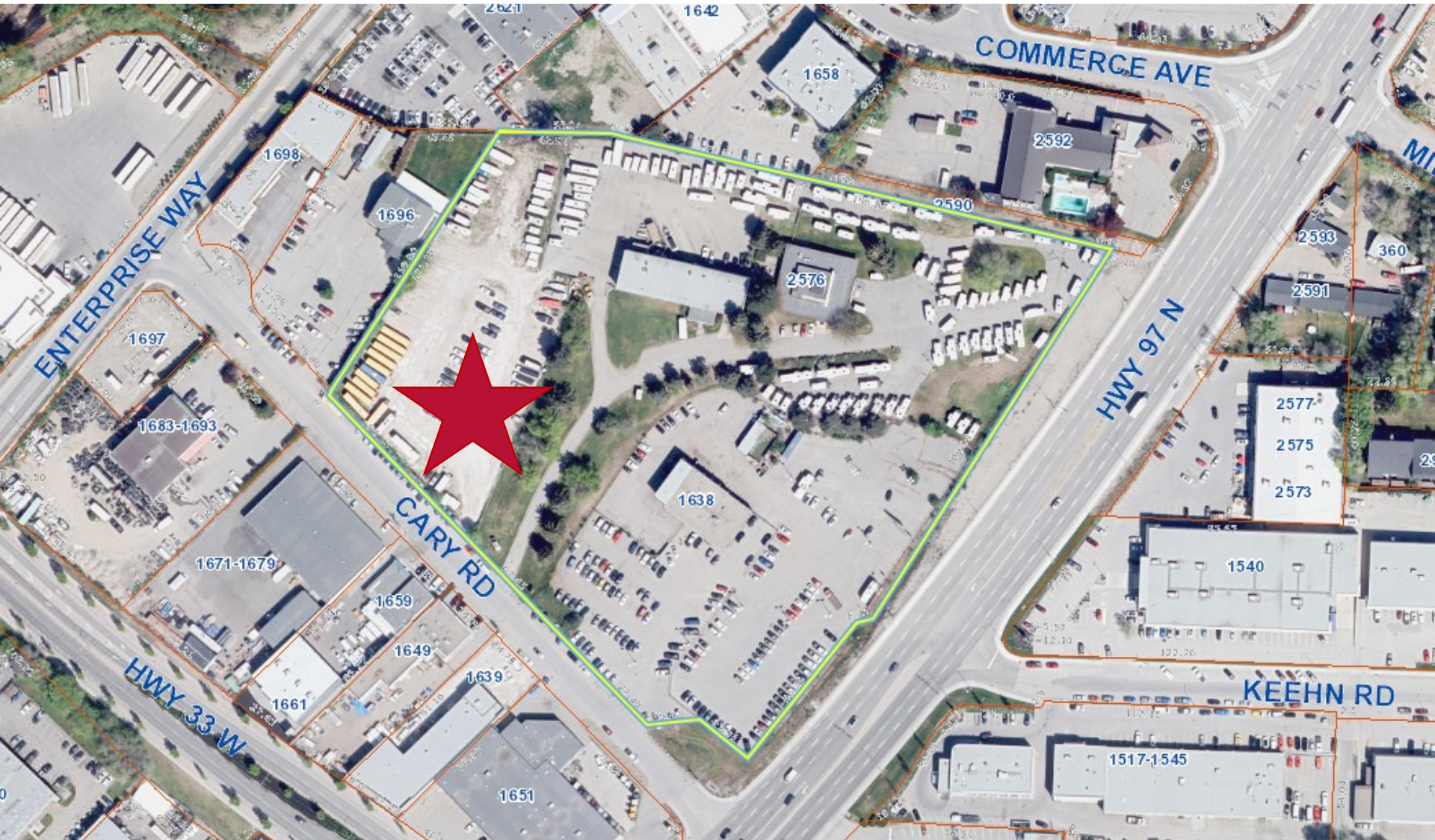
Development Process



Context Map



Subject Property Map



Subject Property Photo



EXISTING BUY DIRECT DEALERSHIP



HIGHWAY 97, VIEW LOOKING NORTH WEST



CARY ROAD, VIEW LOOKING NORTH EAST

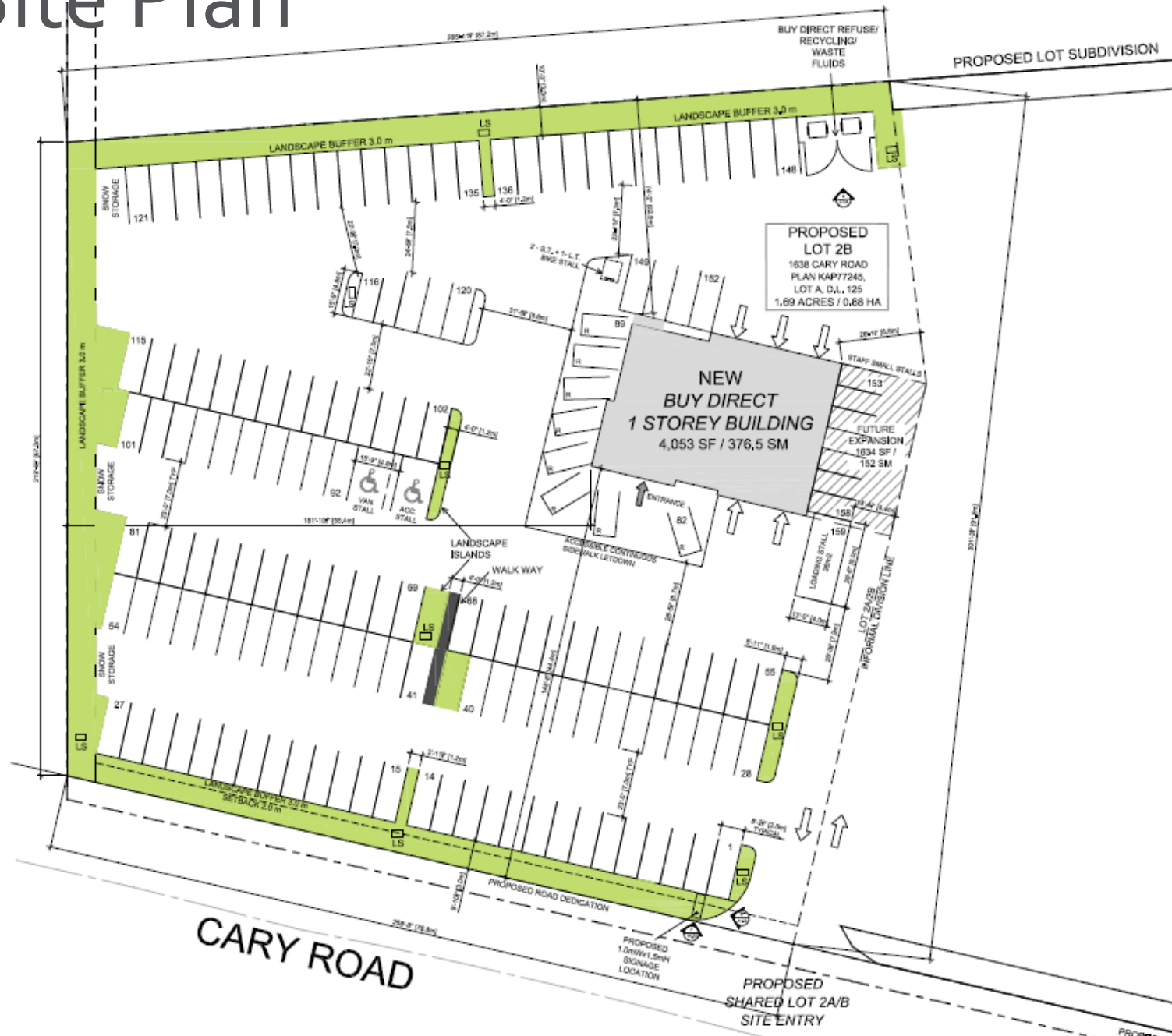


HIGHWAY 97, VIEW FROM INTERSECTION LOOKING NORTH

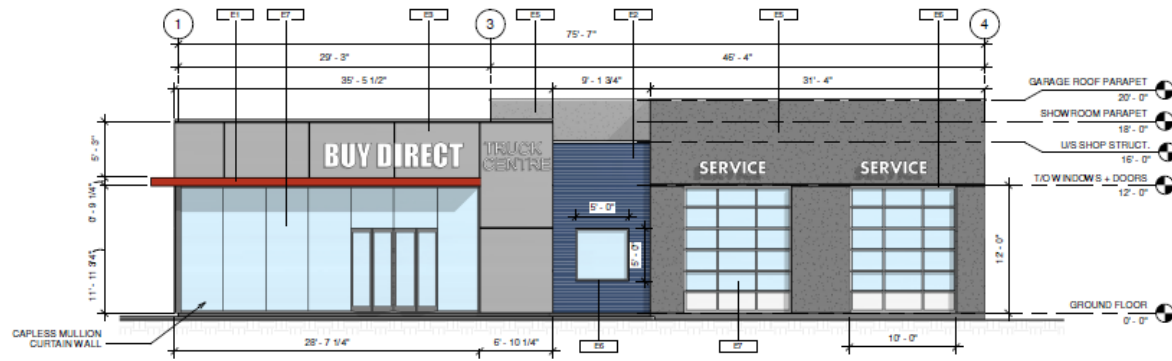
Project Details

- ▶ Existing dealership will be relocated on the newly created lot.
- ▶ The new site is 21,214.85m² in size, while the project area is 6,847.46m² in size.
- ▶ The dealership will be a one-storey dwelling 376.5m² (4,503ft²) in size.
 - ▶ Mix of showroom, reception, office and service area.
- ▶ The rest of the site will primarily be a mix of staff, customer and inventory parking.

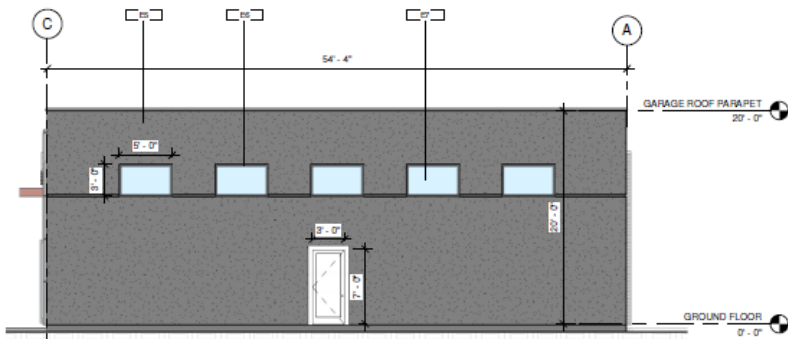
Site Plan



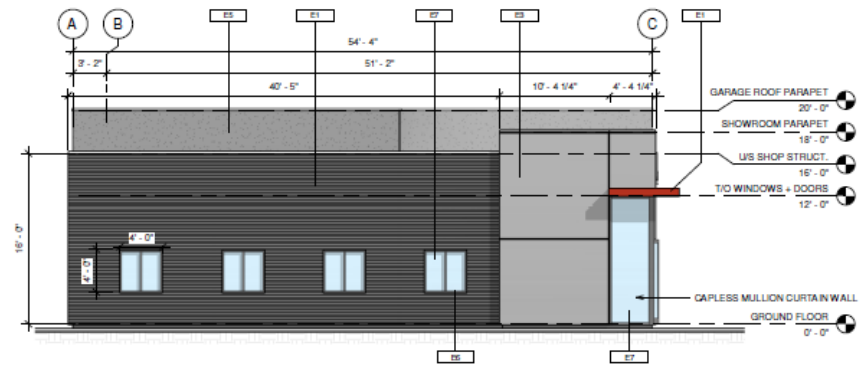
Elevations



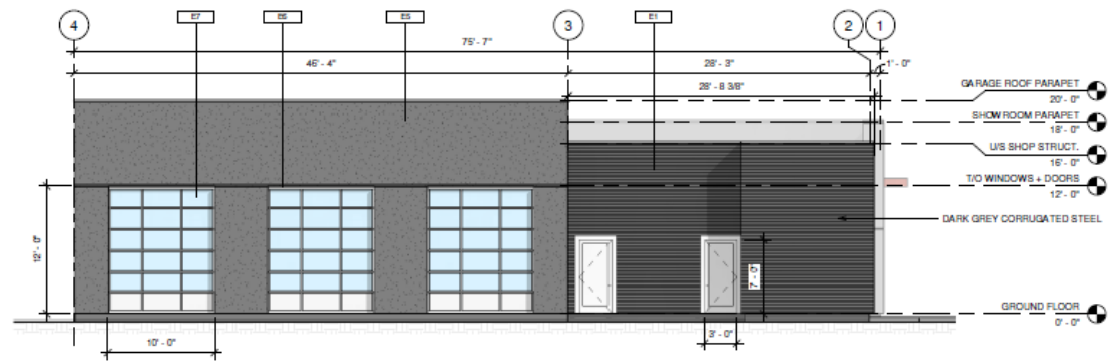
1 SOUTH ELEVATION
3/16" = 1'-0"



2 EAST ELEVATION
3/16" = 1'-0"



3 WEST ELEVATION
3/16" = 1'-0"

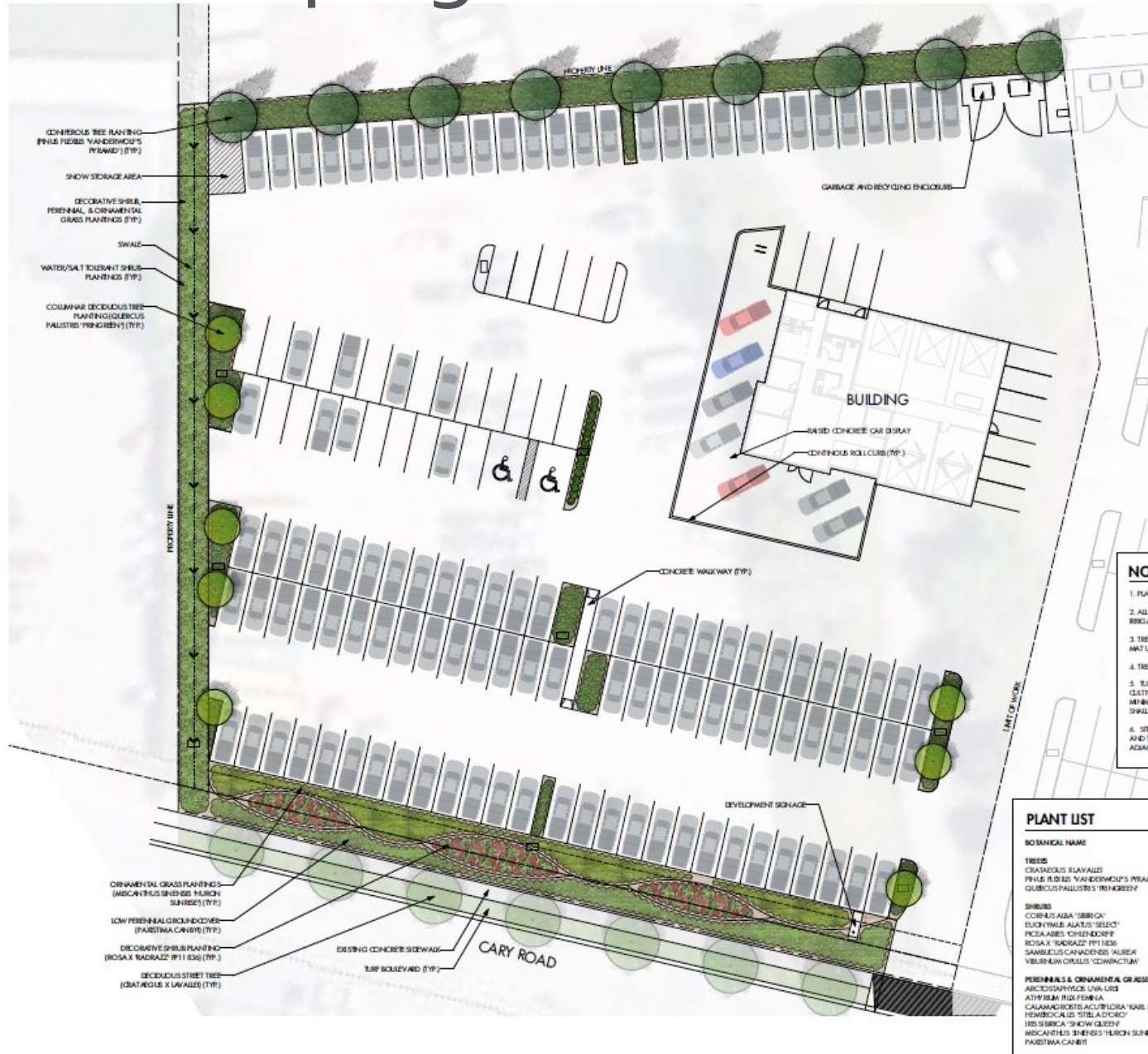


4 NORTH ELEVATION
3/16" = 1'-0"

MATERIAL LEGEND

E1	DARK GREY CORRUGATED METAL	E2	BLUE CORRUGATED METAL	E3	GREY METAL PANEL
E4	RED METAL PANEL	E5	PRECAST INSULATED PANEL	E6	ANODIZED ALUMINUM
E7	GLAZING				

Landscaping



NOTES

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2. ALL SOFT LANDSCAPE AREAS SHALL BE WATERED BY A FULLY AUTOMATIC TIED UNDERGROUND IRRIGATION SYSTEM.
3. TREE AND SHRUB BEDS TO BE DRESSED IN A MINIMUM 7.5cm WOOD MULCH. DO NOT PLACE WEED MAT UNDER BATH TREE AND SHRUB BEDS.
4. TREE AND SHRUB BEDS TO RECEIVE A MINIMUM 300mm DEPTH TOPSOIL PLACEMENT.
5. TURF AREAS FROM SOG SHALL BE NO. 1 GRADE GROWN FROM CERTIFIED SEED OF HYPOCHOERIS 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 BESTING GRASS AND HARD SURFACES PLANS.
6. SITE GRADING AND DRAINAGE WILL ENSURE THAT ALL STRUCTURES HAVE POSITIVE DRAINAGE AND THAT NO WATER OR DISCHARGE IMPROVEMENTS WILL BE DISCHARGED FROM THE LOT INTO ADJACENT PUBLIC, COMMON OR PRIVATE PROPERTIES.

PLANT LIST

BOTANICAL NAME	COMMON NAME	QTY	SEE / SPACING & REMARKS
TREES			
CORYLUS ALBA 'SERRA'	LARGE WHITEHORN	7	6m CAL.
PINUS RESINUS 'VANDERHOFF'S PYRAMID'	VANDERHOFF'S PYRAMID PINE	9	2.5m HT.
QUERCUS PAULSTERS 'IRISGREEN'	GREEN PEARL OAK	8	6m CAL.
SHRUBS			
CORYLUS ALBA 'SERRA'	ARCTIC SUN DOGWOOD	44	#02 CONT. / 1.5m O.C. SPACING
EUCHYRIS ALATA 'SELECT'	RED BELL BURNING BUSH	44	#02 CONT. / 1.5m O.C. SPACING
ROSA 'X RADRAZZ' PP11836	CHERRY BLOSSOM SPICE	31	#02 CONT. / 2.5m O.C. SPACING
SAMBUCUS CANADENSIS 'AUREA'	WINDY CUT RED ROSE	99	#02 CONT. / 1.0m O.C. SPACING
VIBURNUM CRATAEGUS 'CONCORDIA'	GOLDEN BERRY	16	#02 CONT. / 2.5m O.C. SPACING
	EUROPEAN CHERRYBERRY BUSH	44	#02 CONT. / 1.5m O.C. SPACING
PERENNIALS & ORNAMENTAL GRASSES			
ASCANTHUS SHENSE 'HERON SUNRISE'	HERON SUNRISE	101	#01 CONT. / 0.75m O.C. SPACING
ATHYRIUM RUI-FENHIA	LADY PERS.	158	#01 CONT. / 0.6m O.C. SPACING
CALLAMACROSTIS ACUTICORNIS 'KARL FORSTER'	KARL FORSTER REED GRASS	101	#01 CONT. / 0.75m O.C. SPACING
HEMIBODALIS 'STELLA D'ORO'	STELLA D'ORO DANCER	158	#01 CONT. / 0.6m O.C. SPACING
IRIS SIBERICA 'SNOW QUEEN'	SNOW QUEEN IRIS	101	#01 CONT. / 0.6m O.C. SPACING
ASCANTHUS SHENSE 'HERON SUNRISE'	HERON SUNRISE MAIDEN GRASS	39	#01 CONT. / 1.2m O.C. SPACING
PAUSTINA CANIBIT	CLIFF GREEN	101	#01 CONT. / 0.75m O.C. SPACING

Development Policy

- ▶ Chapter 14: Urban Design DP Guidelines
 - ▶ Convey a strong sense of authenticity through urban design that is distinctive for Kelowna;
 - ▶ 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.

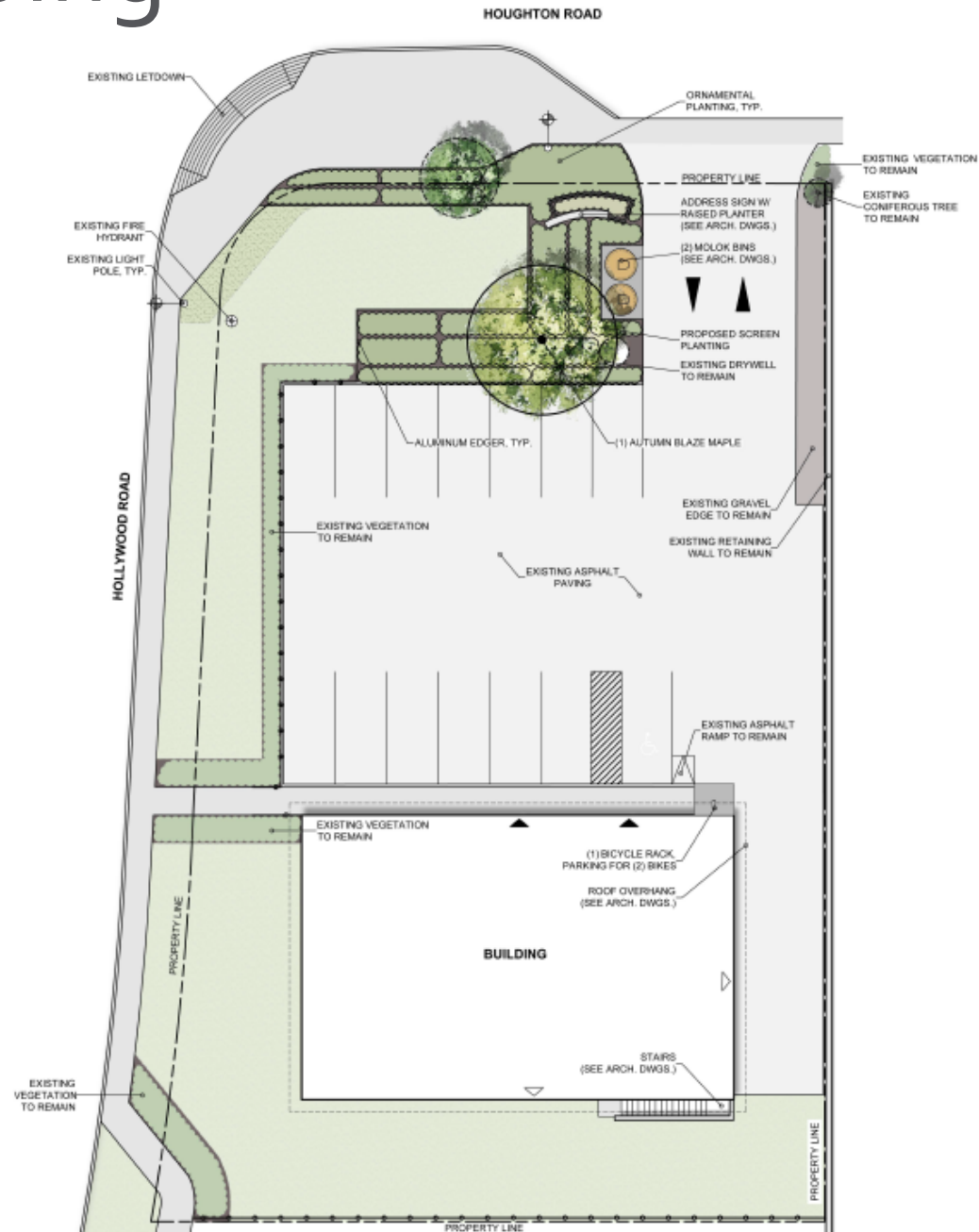
Staff Recommendation

- ▶ Staff recommend **support** of the Development Permit
 - ▶ Consistent with OCP urban design guidelines



Conclusion of Staff Remarks

Landscaping



Report to Council



Date: October 5, 2020
To: Council
From: City Manager
Subject: Complimentary Saturday On-Street Parking in December 2020
Department: Parking Services

Recommendation:

THAT Council receives, for information, the report from the Manager, Parking Services dated October 5, 2020, with respect to Complimentary Saturday On-Street Parking in December 2020;

AND THAT Council approves waiving on-street parking fees in the Downtown area on the four (4) Saturdays in December 2020.

Purpose:

To obtain approval from Council to provide complimentary on-street parking in the downtown area on Saturdays for the month of December 2020.

Background:

For the past twenty-five (25) years, the City of Kelowna (the "City") has provided complimentary on-street Saturday parking during the month of December in the Downtown area. This has been done as a Christmas promotion, at the request of the Downtown Kelowna Association (the "DKA").

Discussion:

Off-street parking in most downtown areas, City-owned lots and parkades are currently no-charge on Saturdays in December, except for the Water Street boat launch, Police Services parking lot and City Hall parking lot and during special events (that generally occur in the evening). One of the 4 dates requested, December 26th, is a statutory holiday so there would be no charges in effect for on-street parking.

Conclusion:

As per the attached letter ("Schedule A"), the DKA has requested the City's approval for complimentary parking on each Saturday in December. City staff support DKA's request as it aligns with Council's priorities to create vibrant neighborhoods and increase the economic resiliency of our community. In

anticipation of a similar request for December 2021, City staff will explore the possibility of a corporate sponsor and potential improvements to maintain short-term use of on-street parking in support of this initiative in future years.

Considerations applicable to this report:

Financial/Budgetary Considerations:

The total estimated loss of parking revenue as a result of the proposed 3-day complimentary parking promotion (*Dec 26th, stat holiday excluded*) on the downtown parking reserve is +/- \$12,600¹.

External Agency/Public Comments:

Request letter received from the Executive Director, Downtown Kelowna.

Communications Comments:

Press release will be issued to notify the public.

Considerations not applicable to this report:

Internal Circulation

Legal/Statutory Authority

Legal/Statutory Procedural Requirements

Existing Policy

Submitted by: D. Duncan, Manager, Parking Services

Approved for inclusion: J. Säufferer, Department Manager, Real Estate

Attachment: 1. Schedule A – Request Letter (Downtown Kelowna Association)

cc: T. Wilson, Manager, Media Relations
K. Hunter, Acting Manager, Bylaw Services
J. Hamilton, Manager, Sponsorship & Advertising

¹ Average downtown on-street parking revenues for July and August 2020 were approximately \$4,200 per day

September 14, 2020

Dave Duncan, Parking Operations
City of Kelowna
1435 Water Street
Kelowna, BC V1Y 1J4

Re: Complimentary Saturday Parking in December in Downtown Kelowna

Please accept this letter as the Downtown Kelowna Association's formal request to grant the annual holiday tradition of offering complimentary Saturday parking in Downtown Kelowna for the month of December 2020.

Local businesses play a vital role in Kelowna's local economy by providing jobs and preserving the Downtown neighbourhood. This is an important value-added initiative for Downtown retailers, services and restaurants during the holiday shopping season. This year, it's even more important as we navigate through COVID-19 issues.

The Downtown Kelowna Association requests public parking charges be waived for Saturday parking in Downtown Kelowna on the street and in City owned lots. Effective on the dates of December 5, December 12, December 19 and December 26, 2020.

The City's consideration and approval on this valued program is greatly appreciated.

Sincerely,



Mark Burley EXECUTIVE DIRECTOR

cc: Councillor Charlie Hodge

Report to Council



Date: October 5, 2020

To: Council

From: City Manager

Subject: Memorandum of Understanding with the Central Okanagan Journey Home Society

Department: Active Living and Culture

Recommendation:

THAT Council receive for information the report from the Active Living and Culture Department dated October 5, 2020 regarding the development of a Memorandum of Understanding between the City and the Central Okanagan Journey Home Society to support the implementation of the Journey Home Strategy;

AND THAT Council approve the Memorandum of Understanding between the City and the Central Okanagan Journey Home Society as attached to the report from the Social Development Manager, dated October 5, 2020.

AND That Council authorize the Mayor and City Clerk to sign the Memorandum of Understanding between the City and Central Okanagan Journey Home Society.

Purpose:

To obtain Council approval of a Memorandum of Understanding (MOU) between the City and Central Okanagan Journey Home Society (COJHS) focused on supporting the implementation of the Journey Home Strategy.

Background:

On June 25, 2018 Council endorsed the Journey Home Strategy which included detailed implementation and funding plans for addressing homelessness in our community. The Strategy includes 35 actions designed to be targeted, realistic, and measurable to be implemented over a span of five years. Consultations during the Strategy development highlighted the key critical component of a backbone organization, arm's length from the City, to act as a convener, collaborator, coordinator, and catalyst to implement the roadmap outlined in the Strategy.

Late in 2018, COJHS was incorporated with the intent to take on this role. The agreed upon principles and framework, based on a draft MOU, were presented to Council in the early summer. Subsequently, the COJHS Board has approved the signing of the MOU, which is presented here for Council's approval.

Discussion:

Memorandum of Understanding Overview

Along with their endorsement of the Journey Home Strategy, Council acknowledged that a formalized partnership between the City and COJHS would be critical to support the successful implementation of the Journey Home Strategy. Beyond the leadership, funding, and support commitments already made by the City, it was recognized there would be a need for additional ongoing contribution commitments by the City. These include: a strong alignment of efforts and long-term planning; intentional positioning resources and contributions to leverage senior government funding; and ongoing advocacy to senior government to affect system change and to garner the necessary investments for implementation. The MOU is designed to support COJHS as they build their capacity and continue to grow and evolve and increase their sustainability as an independent organization.

The following is an overview of the MOU principles and framework that has been co-developed with COJHS.

Design, Intent, and Scope

The MOU sets out a general understanding and a mutually agreed upon framework in principle between the City and COJHS with respect to the implementation of the Journey Home Strategy. It is structured to:

- Outline the guidelines and principles that reflect the need for the two partners to work together in a collaborative and responsive way to fulfill the strategy goals;
- Describe the general roles and expectations of the City and COJHS as it relates to the implementation of Journey Home;
- Provide overarching umbrella framework to support the development of future collaborative arrangements related to this work;
- Accommodate flexibility as it relates to the evolving nature of the work and ability to adjust as COJHS's capacity increases.

Duration

The MOU will in place from the signing date until the end of 2023.

Extension of Partnership

The MOU includes a provision that at the conclusion of the term, the City and COJHS will engage and discuss extending the principle-based partnership. Discussions will be informed by:

- a) the results of the performance reviews to be conducted in 2021 and 2023,
- b) progress and results related to the agreed upon key performance indicators

Future funding will be subject to the review of performance and is subject to consideration through the annual budget process.

Guiding Principles

This partnership will be guided by the principles outlined in the Journey Home Strategy, as well as principles designed to guide the relationship between the City and COJHS.

The Journey Home Strategy principles are at the foundation of all the Strategy actions and are designed to provide guidance to the collective approach needed to support the successful implementation of the Strategy. These principles are intended to keep this work on track, help to align

goals across sectors and organizations, and assist in applying best practices in the design of local standards of practice.

- Lived/Living Experience
- Innovation
- Housing First
- Joint Leadership & Collaboration
- Prevention

Guiding principles will be at the core of the partnership between the City and COJHS. It recognizes that this partnership is mutually beneficial and critical to the advancement of the strategy by shaping the culture of the relationship, guiding decision-making, and ensuring consistency, including:

- Shared Commitment
- Regular and Open Communication
- Alignment of Efforts
- Continuous Improvement
- Leveraging Strengths
- Transparency
- Strong Leadership based in Integrity and Courage

Objectives

The ultimate objective of the Journey Home Strategy is focused on prevention while working to achieve a functional end to homelessness in Kelowna. Achieving Functional Zero means that responses are developed that ensure homelessness is prevented whenever possible; and if homelessness occurs, it is a rare, brief, and a non-recurring experience.

The need to ensure the Strategy implementation remains agile in light of the dynamic and changing nature of homelessness is recognized. The Strategy has a built-in *full review* at its mid-point to support reporting and any recalibration to implementation that may be necessary. The strategy has provided milestone benchmarks to assist in gauging the effectiveness of the implementation efforts including:

- 1) Eliminate chronic and episodic homelessness
- 2) Move Upstream to prevent homelessness
- 3) Implement a Coordinated Systems Approach to Homelessness

The implementation plan for the Strategy references the development of Key Performance Indicators (KPI's) that will be key in measuring the progress related to the Strategy implementation. COJHS will be responsible for the development and reporting of the KPI's. Within the spirit of the partnership, there is a built-in provision for City feedback regarding COJHS action and accountability, including corrective measures.

COJHS Role and Responsibility

The Journey Home Strategy demonstrates that the role of COJHS, as the Backbone Organization, is critical to the successful implementation of the Strategy. In its role, the Journey Home Strategy outlines a roadmap for COJHS to aim to inspire a vision of an interconnected system response to achieve a functional end to homelessness that is driven by data, research and evidence, community expertise and the lived experience voice.

COJHS will act as convener, collaborator, coordinator, and catalyst to support the implementation of the Strategy. Recognizing that as a Backbone Organization, COJHS will need to continue to grow and evolve in capacity over time, key roles to support the implementation of the Strategy are further outlined in the MOU (pages 5-6).

Reporting

COJHS's reporting responsibilities include:

- Quarterly progress reports provided to Staff
- Annual Progress report provided to City Council. The report must include an update on progress related to milestone benchmarks, and key performance indicators as outlined in the proposed MOU. This requirement for annual reporting is noted as a minimum amount of reporting, providing for the need for more regular reporting or reporting related to emergent issues on an as needed basis
- A full review by COJHS is scheduled for the end of year three (September 2021)

City – Commitment

The Journey Home Strategy confirms that addressing homelessness requires intentional ongoing commitment from the City. Collaboration and partnership commitment across all level of government is critical, and the proposed City roles includes focusing on coalescing senior government commitment and investment to address homelessness. The City commitment is to advocate for:

- Leadership and investment through the National Housing Strategy at the federal level
- Leadership, investment, and coordination across ministries at the Provincial level
- Collaboration across municipalities at the Regional level

City - Role and Responsibility

To ensure successful implementation of the Journey Home Strategy, the City commits to the roles of funder, collaborator, partner, and advocate. These key proposed roles are further outlined in the MOU (pages 9-10).

Foundation for a Collaborative Partnership Arrangements

It is recognized that a commitment for City contribution to leverage support, partnerships, and resources are essential for the advancement of COJHS efforts. The MOU has been structured to leverage and combine the wide range of tools, resources and opportunities that the City has available, and is within its capacity, to contribute to this work for the greatest impact to benefit the community. As an overarching agreement, it is designed to identify and support the development of potential future collaborative partnership arrangements between the City and COJHS that will outline and define roles and expectations. Areas where potential partnership arrangements that are of interest of both partners may be explored are outlined in the MOU, including:

- Communications
- Housing Development
- Data Integration

Conclusion:

The COJHS Board has endorsed the MOU, which herein presented to Council for consideration and approval. The MOU is designed to ensure the successful implementation of the Journey Home Strategy. During the consultation phase of the Strategy development, it was deemed critical that the City have a formal relationship with the backbone organization supporting the implementation of the

strategy ensuring alignment of efforts, leveraging of partnerships and opportunities, and to strengthen advocacy for system change. The MOU encompasses these elements to support the ongoing advances in implementing the strategy by amplifying impacts and outcomes through jointly supported efforts to address homelessness, ensuring that any experience of homelessness is brief, rare, and non-reoccurring.

Internal Circulation:

Divisional Director, Human Resources and Community Safety
Financial Services
Community Safety Director
Real Estate Department Manager
Property Officer Specialist
Partnership Manager
Communications Department Manager
Communications Advisor

Considerations applicable to this report:

Financial/Budgetary Considerations:

The City has made a commitment to fund \$150,000 annually for the operation and activities of COJHS for the first three years of the implementation of the Journey Home Strategy, and the MOU encompasses this commitment. Funding for the final two years (2022 and 2023) of the MOU will be considered as part of the City's annual budget process.

Considerations not applicable to this report:

Legal/Statutory Authority:

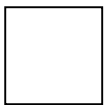
Legal/Statutory Procedural Requirements:

Existing Policy:

External Agency/Public Comments:

Communications Comments:

Submitted by: S. Wheeler, Social Development Manager



Approved for inclusion:

J. Gabriel, Divisional Director, Active Living & Culture

Attachments:

Memorandum of Understanding Between City and COJHS
2020-10-05 City-COJHS MOU PPT

Memorandum of Understanding
Between
Central Okanagan Journey Home Society (“COJHS”)
and
The City of Kelowna (the “City”)
October 2020

1. INTRODUCTION

1.1. Background Information

- a) In the spring of 2017, the City agreed to take the lead in convening stakeholders in a collaborative process to develop a long-term strategy to address homelessness through the development of a Task Force that would report to Council. Co-Chairpersons were appointed in June of 2017, followed by the appointment of members of the Journey Home Task Force (JHTF) in the early fall.
- b) Two lived experience circles, Youth Advocates for Housing (YAH) and the Lived Experience Circle on Homelessness (LECoH), were formed in January 2018 to work in tandem with the JHTF. These two groups were instrumental in providing input to the development of the strategy and guiding the work of the JHTF.
- c) In December 2017 a consulting firm was engaged by the City to work under the direction of the Journey Home Task Force to develop a long-term strategy to address homelessness. An extensive community consultation began in January, 2018 resulting in over 2000 points of contact with a diverse range of participants including persons with lived experience of homelessness, homeless-serving service providers, service providers from other public systems, enforcement agencies, businesses, academics, the faith community, and the general public.
- d) On June 25, 2018 Council endorsed the 5-year Journey Home Strategy and approved a Transition Plan along with the City’s commitment to provide additional funding and staff support to ensure that no momentum was lost and that progress towards the implementation of the Journey Home Strategy would commence immediately. The majority of the JHTF continued on as the Journey Home Transition Team (JHTT) but were no longer functioning as a committee of Council.
- e) During the transition period the following was achieved: the backbone society was established and registered as the Central Okanagan Journey Home Society with a new board in place, fundraising efforts resulted in over 2.5 years of funding for the backbone operations confirmed, and Executive Director and Systems Planner were hired, and work commenced on a number of Journey Home actions.
- f) Along with their endorsement of the Journey Home Strategy, Council acknowledged that a formalized partnership between the City and COJHS would be critical to support the successful implementation of the Journey Home Strategy. Beyond the leadership, funding, and support commitments already made, the City recognized there would be an ongoing need for additional commitments by the City including: a strong alignment of efforts and long-term planning; intentional positioning resources and contributions to leverage senior government funding; and ongoing advocacy to senior government to affect system change and to garner the necessary investments for implementation.

1.2. Intent of this MOU

- a) This Memorandum of Understanding (MOU) sets out a general understanding and a mutually agreed upon framework between the Central Okanagan Journey Home Society (COJHS) and the City of Kelowna (City) with respect to the implementation of the Journey Home Strategy.
- b) This MOU is structured to reflect the intention of both the City and COJHS to work together in a responsive, accountable, professional and collaborative manner to fulfill the goals of the Journey Home Strategy.
- c) This MOU is intended to describe the general roles and expectations of the City and COJHS related to the implementation of the Journey Home Strategy.
- d) This MOU is structured as an umbrella MOU to provide a framework to develop future partnership possibilities that the negotiating partners presume will occur. This Umbrella MOU outlines the guidelines and principles that will also be used in the development of any future Partnership MOUs.
- e) This MOU is designed to accommodate flexibility as it relates to the evolving nature of the work related to the implementation of the Journey Home Strategy. It is intended to bring a better understanding of how COJHS and the City relate towards each other while allowing for growth and development in the partnership. The MOU has been structured as an expression of the vision, aspirations, and anticipated results from this partnership.
- f) The following Appendices are part of this MOU:
 - Appendix 1: Journey Home Implementation Plan
 - Appendix 2: Journey Home Milestones
 - Appendix 3: Journey Home Guiding Principles
 - Appendix 4: Key Focus Areas
 - Appendix 5: Potential Partnership Arrangements to be Explored

1.3. Scope of this MOU

- a) The City and COJHS acknowledge that this MOU is an indication of intentions to work in partnership to support the community efforts to implement the Journey Home Strategy.
- b) The scope of this MOU includes a framework for mutually agreed principles that will guide the working relationship between the partners; an outline of the roles and responsibilities of each partner; expectations and deliverables related to City funding for COJHS operation; and a framework to guide the development of any future partnership MOUs that will be accommodated under this MOU.
- c) Amendments can be made to this MOU by mutual agreement of the parties. Substantive changes may require City Council and COJHS Directors approval.

1.4. Duration of this MOU

- a) This MOU will be in place from the signing of this agreement to the 31 December 2023, with a *full review* at the end of September 2021 recognizing that amendments to the MOU may result from the outcome of the review.
- b) Each individual partnership arrangement negotiated under the umbrella of this MOU is subject to the same duration timeline.

1.5 Extension of Partnership MOU

Within 6 months of the conclusion of the term of this MOU, City and COJHS will engage in discussions regarding extending the principle-based partnership. Discussions will be informed by:

- a) the results of the performance reviews to be conducted in 2021 and 2023,
- b) progress and results related to the agreed upon key performance indicators

Future funding beyond will be subject to the review of performance and is subject to consideration through the annual budget process.

2. GUIDING PRINCIPLES AND OBJECTIVES

2.1. Guiding Principles – Journey Home

The guiding principles outlined in the Journey Home Strategy are at the foundation of all the actions found in the Strategy. They have been designed to provide guidance in the collective approach that will be required to support the successful implementation of the Strategy. As work progresses, this guidance will be instrumental in keeping this work on track, in assisting the endeavour to align goals, and in ensuring the application of principles, best practices, and standards as organizations learn to work more effectively across sectors and mandates. A detailed outline of the Journey Home guiding principles can be found in Appendix 3 of this MOU.

2.2.Guiding Principles – Partnership

This MOU recognizes that this partnership is mutually beneficial and critical to the advancement of the Journey Home Strategy. These Guiding Principles are designed to be core to this partnership by shaping the culture of the relationship, guiding decision-making, and ensuring consistency.

a) **Shared Commitment**

Partners have agreed to uphold Journey Home Guiding Principles, and to a shared commitment to the milestone targets outlined in the Journey Home Strategy. Partners have agreed to continuously explore the application in a Kelowna context of the most recent and evolving evidence-based practices.

b) Communication

Communication is an ongoing priority by striving to communicate regularly and openly with each other about opportunities, concerns or issues relating to the working relationship or the Journey Home initiative;

c) Alignment of Efforts

Partners are committed to exploring opportunities to align efforts to support the implementation of the Journey Home Strategy.

d) Continuous Improvement

Partners are committed to providing and receiving feedback from each other, with the goal of continuously improving the partnership and the outcomes.

e) Leveraging Strengths

This partnership builds upon, and leverages, the identified individual strengths and assets of both partners, but also works to address the needs, and to increase the capacity of both partners.

f) Transparency

Partners are committed to clear and honest communication, guided by transparency to allow for the creation of a stronger, lasting partnership focused on achieving positive outcomes.

g) Integrity and Courage

The partners are committed to inspiring the social change required to achieve the Journey Home Strategy's vision and acknowledge that it will require strong leadership based in integrity and courage.

2.3. Journey Home Objectives

- a) The ultimate objective of the Journey Home Strategy is to prevent and achieve a functional end to homelessness in Kelowna. Achieving Functional Zero means that responses are developed that ensure homelessness is prevented whenever possible; and if homelessness occurs, it is a rare, brief, and non-recurring experience.
- b) The design of the Journey Home Strategy recognizes that the implementation plan (Appendix 1) will continue to evolve as new learnings and information emerge. The measure of success will be gauged through evaluation of the milestone benchmarks described in the Strategy (Appendix 2):
 - 1) Eliminate chronic and episodic homelessness
 - 2) Move Upstream to prevent homelessness
 - 3) Implement a Coordinated Systems Approach to Homelessness
- c) This MOU recognizes that the Strategy has a built-in review process to ensure rapid and agile development is ongoing. A mid-point *full review* that will inform any recalibration of the strategy is earmarked for the end of year three (December 2021) of implementation.

- d) The Journey Home Strategy actions reference the development of Key Performance Indicators (KPI) designed to measure progress towards achieving the performance targets outlined in the Journey Home Strategy's milestone benchmarks. The KPI's indicate aggregate system performance progress and impact, and inform ongoing decisions related to the implementation of the Journey Home Strategy. This MOU requires COJHS to develop KPI's designed to effectively monitor and gauge progress.

COJHS and the City both recognize that the design of effective KPI's will be key in monitoring, measuring, and reporting the progress related to the implementation of the Journey Home Strategy. The KPI progress report, based on KPI's extrapolated from the Journey Home Strategy, will inform the *full review* to be conducted in 2021, as well as any recalibration of the implementation plan. The review will also inform the revision of, or development of additional, KPI's going forward.

3. COJHS CONTRIBUTIONS, ROLES AND RESPONSIBILITIES

The Journey Home Strategy demonstrates that the role of COJHS, as the backbone organization within Journey Home, is critical to the successful implementation of the Strategy. The Journey Home Strategy outlines a roadmap for COJHS to inspire a vision of an interconnected system response to achieve a functional end to homelessness that is driven by data, research and evidence, community expertise and lived experience voice

3.1. COJHS Role

As outlined in the Journey Home Strategy, key activities of the COJHS as the Backbone Organization are to coordinate the Strategy implementation. In this role, COJHS will act as convener, collaborator, coordinator, and catalyst to support this work. Recognizing that as the Backbone Organization, COJHS will need to continue to grow as an organization and evolve over time, COJHS key roles include:

a) **Leadership & Accountability:**

- Vision - Guide the Journey Home Vision and Strategy implementation, including building a common understanding along with strategic guidance to develop a common agenda.
- Journey Home Collaborative Identity – provide leadership to build and steward a Journey Home identity and a culture of community-driven solutions;
- Advance Policy – take a leadership role in ensuring alignment of policy agendas is part of the Journey Home effort and impact;
- Governance – take leadership in establishing a community-driven decision-making structure and ensure it lives on through transitions;
- Joint Leadership & Collaboration – provide leadership that recognizes that for this plan to be successful, everyone needs to be involved and do their part through collective effort and commitment;
- Accountability – provide leadership on developing clear measures of success that inform active learning and decision-making to drive action;
- Communication – take leadership that keeps homelessness a priority, by reporting to the community regularly on the Strategy implementation and impact.

b) Homeless Serving System Planning:

- Enhance and monitor system-level mapping, coordination, alignment of activities and efforts, including the integration of data across diverse sectors, service providers, governments, donors, etc., to inform decision-making and support the Strategy goals.

c) Communications:

- Responsible for all aspects of communications including Journey Home branding, public communications, and community engagement related to the implementation of the Journey Home Strategy.

d) Funding Coordination:

- Attract and coordinate funding through various groups and investment frameworks to align, mobilize, and maximize the impact of diverse investments from public (government) and private funders including philanthropy, faith, and corporate sectors in support of the Strategy.

e) Capacity Building:

- Develop and implement a consistent and ongoing strategy to increase the capacity across all sectors of community, services, developers, researchers, etc., to work collectively, to align efforts, in developing and implementing innovative measures and best practices.

f) Partnerships & Innovation:

- Build partnerships across sectors to support Strategy goals and innovation by:
 - Ensuring partners are grounded in a common purpose, overarching vision and purpose;
 - Facilitating effective communications across partners to keep the connections strong by creating effective mechanisms for continual communication.
 - Mobilizing and aligning public and private resources to support Journey Home's goals.

g) Lived Experience Participation

- Ensure, support, facilitate, and honour the commitment to the inclusion of Lived Experience voices as foundational at all levels and in all aspects of the implementation of the Journey Home Strategy.

h) Build Public Will

- Support those with Lived Experience to build public will for social change by supporting their goal to raise community awareness.
- Support inclusion efforts that promote understanding and compassion in an effort to combat stigma and discrimination.

3.2. Collective and Inclusive Representation

- a) As the Backbone Organization, COJHS will be instrumental in both identifying and convening key collaborators on an ongoing basis as the Strategy implementation unfolds. In this role

COJHS will strive to develop a mechanism to include a collective and inclusive voice for service providers in the homeless-serving system throughout all Journey Home actions.

- b) In alignment with the Journey Home Strategy, COJHS will continue to promote and support inclusive representative of the multiple stakeholders that have been engaged throughout the Journey Home process. This includes people with lived experience, Indigenous representation, A Way Home Kelowna (youth), the City of Kelowna, service providers, as well as other sectors including technology, researchers, developers, the faith community, and other regions and levels of government.

3.3. Journey Home Strategy Refinement

- a) The Journey Home Strategy has been designed as a living document with the intention that it will require ongoing refinement. As such, the Implementation Plan will be updated regularly through the efforts of the COJHS to reflect the evolution of this work. COJHS's role will be to engage stakeholders in the updates, and keep the City informed.

3.4. Performance Management and Key Performance Indicators

Performance measurement, in this context, is a process designed to systematically evaluate whether COJHS efforts are making an impact for the clients being served through the local Homeless-Serving Sector.

- a) Performance management will be essential for COJHS to understand and articulate the effectiveness of interventions, as well as a community's overall progress towards reducing homelessness. COJHS will work towards developing an effective framework to link their efforts to the Journey Home Strategy milestones by facilitating a systems-focused performance management process designed to:
 - Articulate what the homeless-serving system, as a whole, is trying to achieve;
 - Illustrate whether progress is being made towards preventing and reducing homelessness in Kelowna;
 - Quantify achievements towards the targets outlined in the Journey Home Strategy;
 - Use information gathered to promote continuous improvement;
 - Facilitate client participation in quality assurance activities at program and system-levels;
 - Align program-level results to client outcomes at the individual and system-levels;
 - Inform ongoing recalibration of the Journey Home Strategy, including investment planning;
 - Promote service integration across sector and with mainstream systems.

Key Performance Indicators - COJHS will be responsible for the development of Performance Indicators to measure Milestone performance targets in Journey Home Strategy. Based on best practices, these should be developed as System Performance Indicators to reflect aggregate system performance and impact. They will be designed to measure achievement across the homeless-serving system towards high-level goals to gauge the progress in implementing the Strategy, as well as inform any recalibration of the implementation plan.

3.5 Key Focus Areas

The following focus areas are integral to the implementation of the Journey Home Strategy:

- a) Lived Experience Guidance
- b) Indigenous Partners
- c) Embedded Youth Strategy
- d) Regional Lens

The Journey Home Strategy direction for each of these focus areas is included in Appendix 4 to highlight COJHS's responsibility to ensure that as the strategy implementation progresses, these focus areas are addressed in all planning and action strategies.

3.6 Regulatory Requirements

3.6.1. Society Act Requirements

COJHS will at all times during the Term of this MOU fulfill all its obligations under the Society Act in order to maintain COJHS in good standing. Any amendment to COJHS Constitution or Bylaws that impacts this MOU requires notification to the City and an assessment of the ongoing MOUs in place.

3.6.2. Permits, Licenses and Insurance

- a) COJHS, their employees, agents, and vehicles shall have and maintain valid permits, licenses and insurance as required by law for the execution of services related to this MOU.
- b) COJHS shall conform to all federal, provincial, and city acts and regulations that may apply to its operation and activities related to this MOU.
- c) Upon request by the City, certified copies of required permits/licenses/insurance will be made available by COJHS.

4. CITY COMMITMENT, CONTRIBUTIONS, ROLES AND RESPONSIBILITIES

The City of Kelowna has an important role to play in the implementation of the Journey Home Strategy. The Strategy stresses the importance of a strong working relationship between the City and COJHS, as the Backbone Organization, for Journey Home to be successful in achieving the Strategy targets.

4.1. City Commitment

The Journey Home consultation process re-affirmed that moving the needle on ending homelessness in Kelowna will require collaboration and partnership among service providers, between all levels of government, and across local municipal governments and service providers. The current coalescing of senior government commitment to address homelessness is acknowledged in the Journey Home Strategy, and the Strategy has been designed to position Kelowna to capitalize on Senior Government investment opportunities. The City is committed to working with Journey Home to be prepared to respond to such opportunities.

Collaboration will be important across all orders of government. Efforts will work best if federal, provincial and local municipal initiatives are all aligned. The City of Kelowna is committed to working together with COJHS to encourage, advocate for, and work towards the alignment of Journey Home efforts with federal, provincial, and local municipal initiatives that are focused on solving homelessness. The City is committed to advocating for:

- Leadership at the federal level, that recognizes the National Housing Strategy and Reaching Home funding are crucial to ensure that people experiencing homelessness in our city have access to housing that meets their needs.
- Strong leadership at the provincial level to co-ordinate across ministries within government, adopting a holistic approach. This will require collaboration across ministries with responsibilities for housing, health, community and social services, justice, and children and youth in order to prevent and end homelessness.
- Collaboration across municipalities and the Central Okanagan Region. The City is committed to building partnerships and working together to align approaches, collaborate and combine efforts, and promote collective action across municipalities. The City is committed to taking a leadership role in convening this discussion.

4.2. City Role and Responsibility

As outlined in the Journey Home Strategy, the City will need to play a key role as funder, collaborator, partner and advocate in advancing the work towards implementation of the Strategy:

- a) **Funder:** Ongoing commitment to work in collaboration with COJHS on the implementation of the Journey Home Strategy includes funding commitments that are currently in place, along with provision for consideration of future funding for the period of this MOU.
- b) **Collaborator:** Ongoing commitment to align efforts including long-term planning, policy development and implementation; integrated planning and research across different departments to promote a coordinated response;
- c) **Partner:** Ongoing commitment to contribute support and resources by determining in partnership with COJHS where these investments will have the greatest impact; and to continuously explore opportunities to leverage City resources and contributions;
- d) **Advocate:** Ongoing commitment to strengthening partnerships with Senior Government; to contribute to, and support, efforts to be well-positioned to articulate evidence-based documented community needs; to be prepared to respond when partnership and funding opportunities arise; and to advocate to Senior Government for system-related changes and for the needed resources.
- e) **Integrated Systems Leadership:** Ongoing commitment to take a leadership role to work with system leader partners to design and implement a vehicle for integrated

strategic planning and coordination among systems; to provide systems leadership that advances innovative solutions, policy and systems change to address the needs of vulnerable populations; and to synchronize strategic planning efforts at the systems level to identify high-leverage activities focused on putting people first while anticipating needs and decision impacts.

4.3. City Contribution – Foundation for Collaborative Partnership Arrangements

It is recognized that a commitment for contribution from the City to leverage support, partnerships, and resources is essential to the advancement of COJHS efforts. This MOU has been structured to leverage and combine the wide range of tools, resources and opportunities that the City has available, and is within capacity, to contribute to the advancement the implementation of the Journey Home Strategy for the greatest impact to benefit the community

The City recognizes that continuing to work together with COJHS to further define alignment and partnership opportunities related to the implementation of Journey Home will be in the interest of both partners. This MOU has been structured in the format of an umbrella MOU to identify and support the development of potential future partnership arrangements between the City and COJHS that will outline and define roles and responsibilities. Key considerations in determining the success of the partnership arrangements include evidence that the partnership:

- a) Advances the Strategy implementation;
- b) Increases overall efficiency of investments of efforts and/or resources;
- c) Amplifies impact and outcomes;
- d) Provides opportunity to leverage resources or influence; and
- e) Ensures readiness and well-positions the community for access to Senior Government investment.

Areas where potential partnership arrangements that are of interest of both partners may be explored are outlined in Appendix 5.

5. FINANCING, REPORTING AND OBLIGATIONS

5.1. Payment by the City

- a) The City of Kelowna will pay to COJHS, during the first three years of the operation of the Society (2019 to 2021), an annual amount of \$150,000.00 for the operation and activities of the COJHS. The annual amount will be payable in two installments on or before January 15, and July 15 of each year.
- b) Funding for the final two years (2022 and 2023) of the MOU will be considered as part of the City's annual budget process.

5.2. Fiscal Responsibility

- a) In its role as Backbone Organization for the Journey Home Strategy implementation, COJHS will operate all activities according to accounting standards for not-for-profit organizations in Canada.

5.3. Reporting to City

- a) Annual reviewed financial statements, annual business plan and budget will be provided to the City upon approval by the COJHS Board of Directors.
- a) COJHS will present quarterly progress reports regarding the implementation of the Journey Home Strategy to the City Staff Liaison and will present to Kelowna City Council at minimum an annual report in a form acceptable to City staff. The report must include an update on progress related to the Milestone benchmarks and Key Performance Indicators described in section 1.2 of this MOU. Changes to the reporting format will be mutually agreed to.

5.4. Additional Funds

- a) COJHS will not seek or request additional funds from the City, except in the case of unanticipated exceptional need, or opportunity, or for emergency purposes. The request must be fully stated in a business case to be considered through the City's annual budget process.

5.6 Repayment of Funds

- a) Upon expiry of this MOU or in the event that this MOU is terminated for any reason, or if COJHS ceases to be a legal entity, any funds paid by the City to COJHS pursuant to this MOU and remaining on hand in any account of any type under the name of COJHS after payment of legitimate expenses confirmed by an external financial review, will be returned to the City immediately.

5.7 Assignment

- a) No part of this MOU may be assigned or subcontracted by COJHS without the prior written consent of the City.

5.8 MOU Designates

- a) The partners have designated the following representatives to manage the application of this MOU:
 - COJHS Executive Director, COJHS
 - Social Development Manager, City of Kelowna

6. GENERAL PROVISIONS

6.1. Confidentiality

- a. The partners recognize that the City is a local government that operates in an open and transparent manner, and that City records are subject to provincial legislation regarding public access to records, including the Freedom of Information and Protection of Privacy Act. The partners recognize that the COJHS is a Society subject to provincial legislation regarding records, including the Personal Information Protection Act.
- b. The partners agree that they shall not, except as required by law, disclose to a third party any confidential records or information between the partners and relating to this MOU.
- c. Upon termination of this MOU, the partners shall keep in strict confidence any information, materials, documents and discussions deemed confidential between the City and the COJHS stemming from or otherwise related to the MOU.

6.2. Communications

- a) The City and COJHS shall consult with each other prior to issuing any public announcement or statement with respect to this MOU, including any announcement required by applicable laws, and the content of any such announcement or statement shall be subject to the other partners' prior written approval.
- b) COJHS and the City will ensure that partner contributions and identity are appropriately reflected in any public communications and engagement activities
- c) COJHS and the City will agree to designate spokespersons on an ongoing basis and on a situation by situation basis.
- d) Under this MOU, the partners commit to work together to pro-actively address communication-related issues, risks and concerns.
- e) Under this MOU, the partners agree to work closely together to manage conversations/communications with external parties to support and benefit the implementation of the Journey Home Strategy.

The partners recognize that continuing to work together to further define alignment and partnership opportunities related to communication concerning Journey Home will be in the interest of both partners. Any further partnership MOU pertaining to communications opportunities will be included under the umbrella of this MOU.

6.3 Notification & Action for Accountability

- a) The City may, in response to any of the reporting information provided by COJHS, provide feedback including specific recommendations and requests to be fulfilled by COJHS within a reasonable period of time. The City's feedback is offered within the spirit of the Guiding

Principles for the partnership contained in Section 2.2 and will reflect the Performance Management and Key Performance Indicators contained in Section 3.4.

- b) The City may, in its discretion, adjust its payments to COJHS or terminate the whole or any part of this MOU in any one of the following circumstances:
- persistent failure by COJHS to address the City's feedback within a reasonable period of time;
 - if COJHS otherwise fails to perform its role in the implementation of the Journey Home Strategy; or
 - if COJHS becomes insolvent, enters voluntary or involuntary bankruptcy or receivership proceedings, or makes an assignment for the benefit of creditors.
- c) The City will provide no less than 60 days written notice to COJHS of its intention to adjust payments or terminate the whole or any part of this MOU. The notice period will provide COJHS an opportunity to resolve the City's concerns, and the City may agree to withdraw its notification.

ACKNOWLEDGED AND AGREED by the authorized signatories on behalf of the City of Kelowna and the Central Okanagan Journey Home Society:

For the City of Kelowna:

Signature of Mayor Colin Basran

Signature of Stephen Fleming, City Clerk

Date of Signatures: _____

For Central Okanagan Journey Home Society:

Signature of Scott Lanigan, Board Chair

Signature of Stephanie Ball, Executive Director

Date of Signatures: _____

Appendices

Appendix 1 – Journey Home Implementation Plan

- [Journey Home Strategy \(2018\), Technical Report](#) (pages 77 – 111)

Appendix 2 – Journey Home Milestones

1) Eliminate chronic and episodic homelessness:

- a) By 2024, 100% of individuals expressing chronic and episodic homelessness will be housed with appropriate supports – a total of approximately 350 people;
- b) By 2024, at least 1,700 people experiencing homelessness will be housed with wrap-around support through Journey Home programs implemented by the Journey Home process;
- c) By 2021, 100% of those entering the Homeless-Serving System will be connected through Coordinated Access to housing and supports within 14 days.

2. Move Upstream to prevent homelessness:

- a) By March 2020 introduce System-Wide Coordinated Access to connect people to the right resources, fast;
- b) By 2020, at least 400 people will be diverted from entering the Homeless-Serving system with an immediate link to community-based prevention supports within 5 days wherever possible and appropriate;
- c) By 2021, corrections, health and child intervention will report on the number of people discharged into homelessness from public systems on a biennial basis at minimum. Based on figures reported, annual targets will be introduced to achieve zero discharge into homelessness by 2023.

3) Implement a Coordinated Systems Approach to Homelessness:

- a) In early 2019, create an independent Backbone Organization to lead system planning and the Journey Home Strategy implementation;
- b) By March 2020, complete a Homelessness Funding Framework, which identifies resource and funding coordination processes, roles, and accountabilities to support the Journey Home Strategy implementation with key funding partners;
- c) By March 2020, ensure Homelessness Management Information System coverage and Coordinated Access participation will include all Homeless-Serving System providers regardless of funding source.

Appendix 3 - Journey Home Guiding Principles

a) Lived/Living Experience

We place people and their experiences at the center of the work always. This involves recognizing and respecting people who are homeless as experts in their own lives, their values, life situations, and expressed needs. To understand this perspective, we strive to directly engage people with lived and living experience in developing and implementing the Journey Home Strategy.

This lens recognizes there is no one “type” of person experiencing homelessness and no one size-fits-all response. We recognize the intersections of race, socio-economic status, gender, age, sexual orientation, and religion, and respect that services will need to be flexible and adaptive to diverse needs and choices.

b) Innovation

As a collective, we endeavor to challenge ourselves as a community to be creative and innovative in our response to homelessness, leveraging best practices to inform made-in- Kelowna solutions. Being innovative also means bringing in expertise from other sectors, creating partnerships, and thinking creatively about housing and supports. We have dug deep to draw in usual and unusual suspects in our community, and defined new collaborations and potential ways of achieving the Strategy goals through social innovation, social enterprise, and leveraging technology.

c) Housing First and Supports

Housing First is a person-centered approach rooted in the belief that all people deserve housing, and that anyone, even those with the most complex needs, can move directly from homelessness to housing in concert with appropriate supports. Viewing housing as a primary need was in direct contrast to the traditional service response, which required people who were homeless to stabilize their addictions and mental health prior to receiving housing. Housing First instead argues that in order for someone to address their illnesses or related-challenges, they must be first housed. Additionally, Housing First must to be tailored for special populations, e.g. Indigenous people, youth, individuals experiencing domestic violence, etc. This approach has a wealth of research to support its effectiveness, and has been adopted in several cities across Canada due to its effectiveness in ending homelessness long-term, and its positive impact on public system use by reducing the cost of homelessness to health, justice, and community.

d) Joint Leadership & Collaboration

This principle reflects the recognition that for this plan to be successful, everyone needs to be involved and do their part. Homelessness is a complex social issue involving multiple sectors and systems. Adequately responding to it, therefore, will require our collective effort and commitment. The Strategy will require commitment and action from all levels of government, including Indigenous government, non-profit providers, private sector, academia, living/lived experience, and Kelowna residents.

e) Prevention

A true end to homelessness requires that we not only think about how we can respond to current homelessness, but also think upstream about how to prevent it in the first place. This requires the

development of more affordable housing and changing policies to ensure vulnerable groups, such as youth leaving care, are not discharged into homelessness. It entails the provision of the resources and supports to stay housed, improve integration and social inclusion, and reduce the risk of recurrence of homelessness.

Appendix 4 – Key Focus Areas

The following focus areas noted in 3.5 are highlighted to emphasize how integral they are to the successful implementation of the Journey Home Strategy. Below COJHS's responsibility in each focus area is highlighted to ensure that as the strategy implementation progresses these focus areas are addressed in all planning and action strategies.

a) Lived Experience Guidance

Journey Home recognizes that the perspective of those with lived and living experience needs to be embedded in all phases of the Journey Home Strategy implementation through ongoing engagement and consultation. COJHS will support the cultivation of the strengths and leadership capacities of those who have experienced homelessness through the use of peer service models, community education involvement, and as part of the Backbone Organization and key community collaborative tables.

a) Indigenous Partners

The Journey Home Strategy embeds an Indigenous response aligned with the Truth and Reconciliation Commission Calls to Action. Focusing on bringing a lens of Reconciliation and understanding homelessness through an Indigenous perspective will be critical to COJHS's work to support the Journey Home Strategy implementation. COJHS's role in engaging Indigenous partners to participate in the discussion and guide community-driven solutions designed to increase knowledge and understanding for culturally informed responses will be another step on a journey of healing and Reconciliation.

The Strategy's actions reinforce this need and have been designed as a guide to grow and evolve a strong partnership with our Indigenous partners into the future. With the high percentage of our homeless population having Indigenous heritage, along with the message that re-colonization is embedded throughout our current system, the guidance of our Indigenous partners will be crucial if we are to move forward as a community.

b) Embedded Youth Strategy

A Way Home Kelowna (AWHK) Youth Strategy is embedded within the overall Journey Home Strategy to ensure youth homelessness is addressed and prevented. Key to this approach is the acknowledgement of the distinct and unique needs of youth (individuals under 24 years of age) along with the recognition that addressing and preventing youth homelessness must be guided by a continuous, intentional, and collective effort. As such, youth are a priority population within this strategy, and it is the role of COJHS to ensure that this is reflected in the efforts to implement Journey Home by:

- i. Formalizing a partnership with A Way Home Kelowna (AWHK) to ensure a youth focus continues to be embedded throughout implementation;
- ii. Supporting AWHK efforts to provide a venue for youth with lived experience to be an ongoing and driving force in the work to address and prevent youth homelessness in Kelowna;
- iii. Working with AWHK to explore opportunities and build capacity of the overall Homeless-Serving Sector to understand and work collectively to bridge the gaps between the youth and adult serving systems;
- iv. Working with AWHK to ensure that COJHS proposed investments include funds specifically targeted at the implementation of youth-focused actions embedded in the Journey Home Strategy.

c) Regional Lens

The Journey Home Strategy highlights the need for a regional lens. The Strategy is designed to recognize issues, patterns, and realities of the Central Okanagan region such as poverty levels, migration, agriculture, and the presence of temporary/foreign workers. Embedding this lens throughout the implementation of the Strategy will require COJHS to take a leadership role in developing formalized partnerships beyond Kelowna proper including with the Regional District Central Okanagan, City of West Kelowna, Westbank First Nation, District of Lake Country, Okanagan Indian Band, and Peachland. In addition, formalized partnerships will be required with government at all levels. In doing so, a region-wide alignment of approach can begin to evolve to support work towards a coordinated system across communities to ensure people who are experiencing homelessness will receive a harmonized response across geographical areas.

Appendix 5 – Potential Partnership Arrangements to be Explored

Partnership MOUs between COJHS and the City to be explored under the MOU:

The MOU is designed to accommodate the potential development of a number of sub-MOUs.

These partnership arrangements will be structured to leverage and combine the wide range of tools, resources and opportunities that the City and COJHS have available to contribute to the advancement the implementation of the Journey Home Strategy.

Below is a list of potential partnership arrangements that will be explored. It is important to note that as Journey Home evolves the areas for potential partnership will also evolve.

Partnership exploration topic areas:

Communications <ul style="list-style-type: none">- To ensure collaboration and alignment of communication strategies.
Systems Planning and Coordination: <ul style="list-style-type: none">- To ensure City Departments' and COJHS efforts align.
Housing Development: <ul style="list-style-type: none">- To ensure coordination and collaboration, and to ensure that resources are maximized to achieve optimum results.
Data Integrations/Analytics <ul style="list-style-type: none">- To support collaboration in the design of integrated data platform to support for data driven decision making regarding investments.
Strong Neighbourhoods <ul style="list-style-type: none">- To promote collaboration and innovation in building strong neighbourhoods related to long term supportive housing



Memorandum of Understanding

Central Okanagan Journey Home Society (COJHS)

Council PM Meeting

October 5, 2020

Background

Journey Home Strategy Council endorsed June 25, 2018

Backbone organization critical for successful Strategy implementation

COJHS incorporated late 2018

First Executive Director established the new organization, draft MOU was co-created

Current ED hired late 2019, draft MOU revisited and revised

MOU Review

Design, Intent, Scope, Duration

Guiding Principles and Objectives

COJHS Role and Responsibilities, Reporting Requirements

City Commitments, Role and Responsibilities

Proposed Umbrella Agreement structure to support future
Partnership Agreements

MOU Design, Intent, Scope, Duration

Design, Intent, Scope

- Umbrella Agreement

- Guidelines and Principles for partnership

- Roles and expectations for COJHS and City

- Mechanism for future partnership arrangements

- Flexibility embedded to reflect evolving and dynamic nature of the work and to adapt as COJHS capacity increases

Duration

- From signing to end of 2023 (5-year Strategy 2019 - 2023)

- Full Review end of year three (2021) to inform ongoing City funding consideration

MOU Guiding Principles

Journey Home Strategy Guiding Principles:

Lived Experience

Innovation

Housing First

Joint Leadership and Collaboration

Prevention

Proposed Partnership Principles:

Shared Commitment

Regular and Open Communication

Alignment of Efforts

Continuous Improvement

Leveraging Strengths

Transparency

Strong Leadership based in Integrity and Courage

MOU Objectives

Journey Home milestones gauge Strategy implementation effectiveness:

- Eliminate chronic and episodic homelessness
- Move Upstream to prevent homelessness
- Implement a Coordinated Systems Approach to Homelessness

MOU requires COJHS to develop Key Performance Measures:

- Based on Journey Home Strategy milestones
- Designed to measure progress, ensure implementation remains responsive to dynamic and changing nature of homelessness
- Mid Point review (end of 3 years) for reporting and supporting any recalibration to implementation plan required

COJHS Role

Act as the Backbone Organization

Support interconnected system response to achieve functional end to homelessness driven by data, research, evidence and lived experience voice through:

- Accountable Leadership

- Convener

- Collaborator

- Coordinator

- Catalyst

COJHS Responsibility

Homeless Serving System Planning
Communication in partnership
Funding Coordination
Capacity Building
Partnership Development
Lived Experience Participation
Building Public Will
Regional Lens
Indigenous Partnership
Embedding Youth Strategy

COJHS Reporting

Quarterly progress reports provided to City staff

Annual Progress report to Council including progress related to:

Milestone Benchmarks

Key Performance Indicators

Note: Progress Reports to Council at a minimum of annually, accommodating more frequent reporting based emergent issues or Council request.

City Commitment

Ongoing City commitment is critical to support:

Collaboration and partnership across all levels of government.

Coalesce senior government commitment/investment

Advocate for leadership, investment and coordination at the federal and provincial levels, along with collaboration at the regional level

Funding Commitment:

Current Funding Commitment - \$150,000 per year for 3 years (2021)

Mid Term Full Review to inform Council funding consideration

Ongoing Funding Commitment considered through annual budget process

City Role and Responsibility

Funder

Collaborator

Partner

Advocate

Integrated Systems Leadership

Umbrella Agreement

Foundation for Future Collaborative Partnership Arrangements

Recognizes City contribution leveraging support, partnership, and tools, resources, and opportunities is critical to invest in COJHS capacity expansion and to advance their efforts

Structured as an Umbrella Agreement to support future potential partnership arrangements, example areas to be explored include:

- Communications
- Housing Development
- Data Integration

MOU Provides Format for Success

Provides format to support City-COJHS partnership supporting:

- implementation of the strategy
- ensures alignment of efforts,
- leverages of partnerships and opportunities
- strengthens advocacy efforts for system change



Questions?



CITY OF KELOWNA

BYLAW NO. 12109

Removal of Temporary Delegation of Authority Bylaw

Being Amendment No. 8 Development Application Procedures Bylaw No. 10540 Amendment No. 2 Delegation of Authority to Enter into Leases and Licences of Occupation Bylaw No. 11250

The Municipal Council of the City of Kelowna, in open meeting assembled, enacts that the City of Kelowna Development Application Procedures Bylaw No. 10540 and the Delegation of Authority to Enter into Leases and Licences of Occupation Bylaw No. 11250 be amended as follows:

1. THAT Development Application Procedures Bylaw No. 10540, **Section 1 – Introduction, 1.4 Definitions, 1.4.1** be amended by deleting the following:

‘Divisional Director of Planning and Development Services’ means the person appointed as such and includes selected designate(s);

2. AND THAT Development Application Procedures Bylaw No. 10540, **Section 2 – General Provisions, 2.3 Delegation of Authority** be amended by deleting the following:

“2.3.6 Temporary Delegation of Authority

Pursuant to Section 154(1)(b) of the *Community Charter*, **Council** delegates to the **Divisional Director of Planning and Development Services**:

- a) The powers of **Council** under section 490 of the *Local Government Act* to issue, to refuse and to amend **Development Permits** in respect of **Development Permit** areas established by an **Official Community Plan**, notwithstanding the restrictions on delegation identified in Schedule 3 of this bylaw;
- b) The powers of **Council** to require that the applicant provide security for the purposes of section 502 of the *Local Government Act*, to establish the conditions of the permit, and to determine whether such requirements and conditions have been met;
- c) The powers of **Council** under section 15(1) of the *Community Charter* to issue, to amend, and to set conditions for permits for the placement of dwellings for the accommodation of temporary farm workers, in accordance with the *Agricultural Land Commission Act* and Regulations, notwithstanding the restrictions on delegation identified in Schedule 9 of this bylaw; and
- d) The powers of **Council** to extend, to a maximum of six (6) months, the deadline of a bylaw that has received third reading provided no previous extension requests have been made.
- e) The powers of Council to gather the views of residents and provide local government input to the Liquor and Cannabis Regulation Branch on liquor license applications that do not contravene the public interest and are consistent with Council Policy No. 359 Liquor Licensing Policy & Procedures.

Until May 31, 2020 or until the Government of British Columbia lifts orders restricting the gathering of people, whichever is the later.”

3. THAT Delegation of Authority to Enter into Leases and Licences of Occupation Bylaw No. 11250, **Section 1 – Introduction, 1.2 Definitions, 1.2.1** be amended by deleting the following:
- a) **"City Clerk"** means the individual appointed by Council as the officer assigned the responsibility of corporate administration of the City of Kelowna, or their lawful deputy."
 - b) **"City Manager"** means the individual appointed by Council as the City Manager or who holds the position of chief administrative officer of the City of Kelowna, or their lawful deputy."
 - c) **"Divisional Director, Partnership and Investments"** means the person appointed as such and includes selected designate(s)."
4. AND THAT Delegation of Authority to Enter into Leases and Licences of Occupation Bylaw No. 11250, **Section 2 – Authorized Signatories for Specific Real Property Transactions** be amended by deleting the following:
- "2.7 The **City Manager** and the **Divisional Director, Partnership and Investments** are authorized to approve on behalf of the **City**, transactions of up to a maximum of \$8,000,000 and the Mayor and **City Clerk** are authorized to execute contracts, agreements and other documents necessary or desirable to complete these transactions for projects approved by **Council** until May 31, 2020 or until the Government of British Columbia lifts orders restricting the gathering of people, whichever is later.
 - 2.8 The **Divisional Director, Partnership and Investments** is authorized to approve and execute on behalf of the **City**, transactions for general and project-based acquisitions and dispositions of property up to a maximum value of \$500,000 until May 30, 2020 or until the Government of British Columbia lifts orders restricting the gathering of people, whichever is the later."
5. This bylaw may be cited for all purposes as "Removal of Temporary Delegation of Authority Bylaw No. 12109."
6. 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 28th day of September, 2020.

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk