

# City of Kelowna Public Hearing AGENDA



Tuesday, November 29, 2016  
6:00 pm  
Council Chamber  
City Hall, 1435 Water Street

Pages

## 1. Call to Order

THE CHAIR WILL CALL THE HEARING TO ORDER:

1. (a) The purpose of this Hearing is to consider certain bylaws which, if adopted, shall amend *Kelowna 2030* - Official Community Plan Bylaw No. 10500 and Zoning Bylaw No. 8000.

(b) All persons who believe that their interest in property is affected by the proposed bylaws shall be afforded a reason-able opportunity to be heard or to present written submissions respecting matters contained in the bylaws that are the subject of this hearing. This Hearing is open to the public and all representations to Council form part of the public record. A live audio feed may be broadcast and recorded by Castanet.

(c) All information, correspondence, petitions or reports that have been received concerning the subject bylaws have been made available to the public. The correspondence and petitions received after November 15, 2016 (date of notification) are available for inspection during the course of this hearing and are located on the information table in the foyer of the Council Chamber.

(d) Council debate on the proposed bylaws is scheduled to take place during the Regular Council meeting after the conclusion of this Hearing. It should be noted, however, that for some items a final decision may not be able to be reached tonight.

(e) It must be emphasized that Council will not receive any representation from the applicant or members of the public after conclusion of this Public Hearing.

## 2. Notification of Meeting

The City Clerk will provide information as to how the Hearing was publicized.

### **3. Individual Bylaw Submissions**

#### **3.1 Civic Precinct Plan Policy Implementation**

4 - 71

To bring forward amendments to the Official Community Plan to introduce Design Guidelines for the form and character of development in the Civic Precinct Plan Area and to amend Future Land Use Map 4.1 of the OCP to change portions of five sites to the MXR Mixed-Use Residential / Commercial Designation to support enhanced activity and vibrancy as outlined in the Council endorsed Civic Precinct Plan.

#### **3.2 C7 Zone Amendments and Harmonization**

**ITEM WITHDRAWN FROM AGENDA**

#### **3.3 875 & 885 Mayfair Road, Z16-0035 - 0872645 BC Ltd.**

72 - 82

To rezone the two subject properties from RU1 - Large Lot Housing zone to the RU6 - Two Dwelling Housing zone to facilitate a three lot subdivision.

#### **3.4 Infill Challenge Implementation**

**TO BE DEFERRED**

#### **3.5 Removal of Development Permit Areas**

**TO BE DEFERRED**

#### **3.6 Rezoning and Text Amendment - Infill Challenge**

**TO BE DEFERRED**

### **4. Termination**

### **5. Procedure on each Bylaw Submission**

- (a) Brief description of the application by City Staff (Land Use Management);
- (b) The Chair will request that the City Clerk indicate all information, correspondence, petitions or reports received for the record.
- (c) The applicant is requested to make representation to Council regarding the project and is encouraged to limit their presentation to 15 minutes.
- (d) The Chair will call for representation from the public in attendance as follows:
  - (i) The microphone at the public podium has been provided for any person(s) wishing to make representation at the Hearing.
  - (ii) The Chair will recognize ONLY speakers at the podium.

(iii) Speakers are encouraged to limit their remarks to 5 minutes, however, if they have additional information they may address Council again after all other members of the public have been heard a first time.

(e) Once the public has had an opportunity to comment, the applicant is given an opportunity to respond to any questions raised. The applicant is requested to keep the response to a total of 10 minutes maximum.

(f) Questions by staff by members of Council must be asked before the Public Hearing is closed and not during debate of the bylaw at the Regular Meeting, unless for clarification.

(g) Final calls for representation (ask three times). Unless Council directs that the Public Hearing on the bylaw in question be held open, the Chair shall state to the gallery that the Public Hearing on the Bylaw is closed.

Note: Any applicant or member of the public may use visual aids (e.g. photographs, sketches, slideshows, etc.) to assist in their presentation or questions. The computer and ELMO document camera at the public podium are available. Please ask staff for assistance prior to your item if required.

# Report to Council



**Date:** October 31, 2016  
**File:** 1200-70  
**To:** City Manager  
**From:** Ross Soward, Planner Specialist  
**Subject:** Civic Precinct Plan Policy Implementation

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## **Recommendation:**

THAT Official Community Plan Text Amendment Application No. OCP16-0009 to amend Kelowna 2030 - Official Community Plan Bylaw No. 10500 as described in the Report from the Planner Specialist dated October 31, 2016, be considered by Council;

AND THAT Official Community Plan Map Amendment Application No. OCP16-0009 to amend Map 4.1 in the Kelowna 2030 - Official Community Plan Bylaw No. 10500 by changing the Future Land Use designation of portions of LOT C DISTRICT LOT 139 OSOYOOS DIVISION YALE DISTRICT PLAN KAP56114, 350 Doyle Avenue, Kelowna BC from the EDINST Educational/Major Institutional designation to the MXR Mixed Use Residential / Commercial designation, as shown on Map "A" attached to the Report from the Policy and Planning Department dated October 31, 2016 be considered by Council;

AND THAT Official Community Plan Map Amendment Application No. OCP16-0009 to amend Map 4.1 in the Kelowna 2030 - Official Community Plan Bylaw No. 10500 by changing the Future Land Use designation of LOT 2 DISTRICT LOT 139 OSOYOOS DIVISION YALE DISTRICT PLAN 42511, 1340 Ellis Street, Kelowna BC from the Educational / Major Institutional (EDINST) designation to the MXR Mixed Use Residential / Commercial designation, as shown on Map "A" attached to the Report from the Policy and Planning Department dated October 31, 2016, be considered by Council;

AND THAT Official Community Plan Map Amendment Application No. OCP16-0009 to amend Map 4.1 in the Kelowna 2030 - Official Community Plan Bylaw No. 10500 by changing the Future Land Use designation of portions of LOT A DISTRICT LOT 139 OSOYOOS DIVISION YALE DISTRICT PLAN 5438, 470 Queensway Avenue, Kelowna BC from EDINST Educational/Major Institutional designation to the MXR Mixed Use Residential / Commercial designation, as



shown on Map "A" attached to the Report from the Policy and Planning Department dated October 31, 2016, be considered by Council;

AND THAT Official Community Plan Map Amendment Application No. OCP16-0009 to amend Map 4.1 in the Kelowna 2030 - Official Community Plan Bylaw No. 10500 by changing the Future Land Use designation of portions of LOT 1 DISTRICT LOT 139 OSOYOOS DIVISION YALE DISTRICT PLAN KAP60698 EXCEPT AIR SPACE PLAN KAP60701, 1223 Water Street, Kelowna BC from the COMM Commercial designation to the MXR Mixed Use Residential / Commercial designation, as shown on Map "A" attached to the Report from the Policy and Planning Department dated October 31, 2016, be considered by Council;

AND THAT Official Community Plan Map Amendment Application No. OCP16-0009 to amend Map 4.1 in the Kelowna 2030 - Official Community Plan Bylaw No. 10500 by changing the Future Land Use designation of THAT PORTION OF DISTRICT LOT 139 OSOYOOS DIVISION YALE DISTRICT SHOWN AS CLOSED ROAD ON PLAN KAP63629, 1460 Ellis Street, Kelowna BC from EDINST Educational/Major Institutional designation to the MXR Mixed Use Residential / Commercial designation, as shown on Map "A" attached to the report from the Policy and Planning Department dated October 31, 2016, be considered by Council;

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

AND FURTHER THAT Staff have reviewed the amendment, and it may move forward without affecting either the City's Financial Plan or Waste Management Plan. As these amendments follow from the *Civic Precinct Plan* sufficient public consultation has taken place to satisfy section 475 of the LGA.

**Purpose:**

To bring forward amendments to the Official Community Plan to introduce Design Guidelines for the form and character of development in the Civic Precinct Plan Area and to amend Future Land Use Map 4.1 of the OCP to change portions of five sites to the MXR Mixed-Use Residential / Commercial Designation to support enhanced activity and vibrancy as outlined in the Council endorsed Civic Precinct Plan.

**Background:**

The proposed OCP updates represent the next step in the implementation of *the Civic Precinct Plan* and associated vision, which was supported by the community and endorsed by council in March 2016. The proposed OCP amendments and Future Land Use Map changes will align the *Civic Precinct Plan* with the OCP. The Future Land Use Map updates will ensure select sites are able to be redeveloped as mixed-use, providing the necessary flexibility at key sites to integrate residential, cultural and commercial uses to support the on-going revitalization of the Downtown as a complete community. The OCP amendments to Chapter 14 will enshrine the design guidelines of the *Civic Precinct Plan* as the sole development permit layer for the plan area. The introduction of development permit guidelines for the *Civic Precinct Plan* area will provide staff and council with a tool to ensure future

development reflects the long-term vision for this area as a vibrant district that provides a high level of amenity, comfort and safety for the public.

The Civic Precinct planning process involved a diverse group of stakeholders, consultants and members of the public to identify a long-term vision for this important area of the downtown. As part of the process the technical analysis and public engagement established the importance of increasing activity and vibrancy, while protecting sites for the future civic and cultural needs of the City.

### Future Land Use Amendments

To encourage increased vibrancy and activity in the Downtown, the *Civic Precinct Plan* identifies select sites where a shift in the future land use designation to mixed-use would provide flexibility for future redevelopment to increase the population of the downtown and provide opportunities to integrate commercial and cultural uses. This plan direction was also influenced by a 3<sup>rd</sup> party market analysis that determined the feasibility of developing the sites for mixed-use development. To support the long-term redevelopment of the area, several land use amendments are required.

The map (Figure 1) from the Council endorsed *Civic Precinct Plan* serves as the guide for the proposed future land use amendments. Four sites described in the table (Figure 2) are proposed for MXR Mixed-use Residential /Commercial with the goal of encouraging mixed-use projects in the area. This future land will support projects that enliven the downtown with additional residential and provide flexibility for developers to identify creative solutions to support the Cultural District and advance the goals of the *Civic Precinct Plan*, *My Downtown Plan* and the *Cultural Plan*.



Figure 1

Figure 2

Key Sites Proposed	Current Future Land Use	Proposed Future Land Use
1. <b>350 Doyle Avenue</b> (Current RCMP parcel)	Educational / Major Institutional	Mixed-use Residential / Commercial
2. <b>1340 Ellis Street</b> (Existing IH Building parcel)	Educational / Major Institutional	Mixed-use Residential / Commercial
3. <b>470 Queensway Avenue and 1460 Ellis Street</b> (South Edge of Museum parcel includes 1460 Ellis Street)	Educational / Major Institutional	Mixed-use Residential / Commercial
4. <b>1223 Water Street</b> (South edge of Prospera parcel)	Commercial	Mixed-use Residential / Commercial

### OCP Amendments for Design Guidelines

Another outcome of the Civic Precinct planning process was the establishment of clear expectations for how future development will contribute to the long-term vision for the area. Through the process there was consensus on the significance of the area given its relation to the Cultural District, Lake Okanagan as well as the civic prominence of the area. The *Civic Precinct Plan* determined that future development should be held to a high standard in terms of the architectural design and relation to the public realm, creating buildings and spaces that will serve as civic landmarks. The design guidelines enshrine this direction, providing staff and council with a tool to guide development and to achieve planning excellence in this important area of the Downtown.

The introduction of the Design Guidelines (as described in Attachment B) for the Civic Precinct will require Chapter 14 of the OCP to be amended to establish the new development permit area. The Civic Precinct Design Guidelines will be the sole Development Permit layer required for development in the Civic Precinct Plan Area (as shown in Attachment A), replacing the Comprehensive and General Revitalization Development Permit layers. The Civic Precinct Design Guidelines encourage a human scale development emphasizing the relationship between building design and the public space improvements in the area. Also, the guidelines outline clear expectations for the quality of materials, building form, and other key urban design considerations. The design guidelines will be applied to private sector and public sector projects, reflecting the responsibility of the city and development community to implement the goals of the plan. Overall, the design guidelines will ensure new development in the area respects the goals of developing a safe, attractive, amenity-rich and people-friendly Civic Precinct.

In addition to the design guidelines there are several supporting elements that will require OCP amendments. First, Map 5.8 of the OCP will be updated to delineate the boundary of the

Civic Precinct Development Permit Area as outlined in Attachment A of the report. Also, as part of the Civic Precinct Plan, additional building height is introduced at three sites where MXR Mixed-use Residential / Commercial is proposed (RCMP site, IH Site on Ellis, and Queensway Site) on the Building Heights Plan map. The additional height will ensure future redevelopment is viable and provide greater flexibility as the City encourages redevelopment of these sites in the long-term. The changes to the maximum building height will be included in a Map as part of the updates to the C7 zone, ensuring future development regulations are aligned with the vision for the built form articulated in the *Civic Precinct Plan*. Accordingly, the Downtown Building Heights Map from the OCP will be moved to the C7 zone as part of the forthcoming Community Planning report to allow for more effective enforcement and regulation. The proposed OCP and C7 updates will align the City's development regulations with the long-term planning policy to ensure consistency across the city's planning documents for this area of downtown.

### **Conclusion and Next steps**

The implementation of the *Civic Precinct Plan* represents another step in the City's efforts to establish clear goals for the planning and design of Kelowna's urban centres. The proposed OCP amendments and the forthcoming C7 zone regulations will operationalize the goals of the Civic Precinct Plan in advance of future redevelopments such as the RCMP site on Doyle Avenue. Each new development in the plan area will be a major opportunity to champion the goals of the *Civic Precinct Plan* as endorsed by council and the community. The implementation of the *Civic Precinct Plan* will ensure future development contributes to the on-going evolution of the area as a vibrant and people-friendly mixed-use district that celebrates culture and public interaction.

#### **Internal Circulation:**

Divisional Director, Community Planning and Real Estate  
Manager Parks and Buildings Planning  
Strategic Land Development Manager  
Cultural Services Manager  
Communications Advisor  
Department Manager, Policy and Planning  
Department Manager, Community Planning  
Manager, Urban Planning

#### **Legal/Statutory Authority:**

#### **Legal/Statutory Procedural Requirements:**


The southern block of the Civic Precinct is regulated by the Community Trust. This Trust between the community and the City of Kelowna allows lands within the Trust to be used only for municipal purposes, requiring uses and occupancies on the southern block of the study area to be exclusively used for 'municipal purposes' at the time the Trust was established.

Staff have reviewed the amendment, and it may move forward without affecting either the City's Financial Plan or Waste Management Plan.  
As these amendments follow from the *Civic Precinct Plan* sufficient public consultation has taken place to satisfy section 475 of the LGA.

**Existing Policy:**

Civic Precinct Plan  
*My Downtown* Plan  
2012-2017 Cultural Plan  
2030 Official Community Plan

Submitted by:  
Ross Soward, Planner Specialist

Approved for inclusion:  J. Moore, Acting Dept. Manager of Policy & Planning

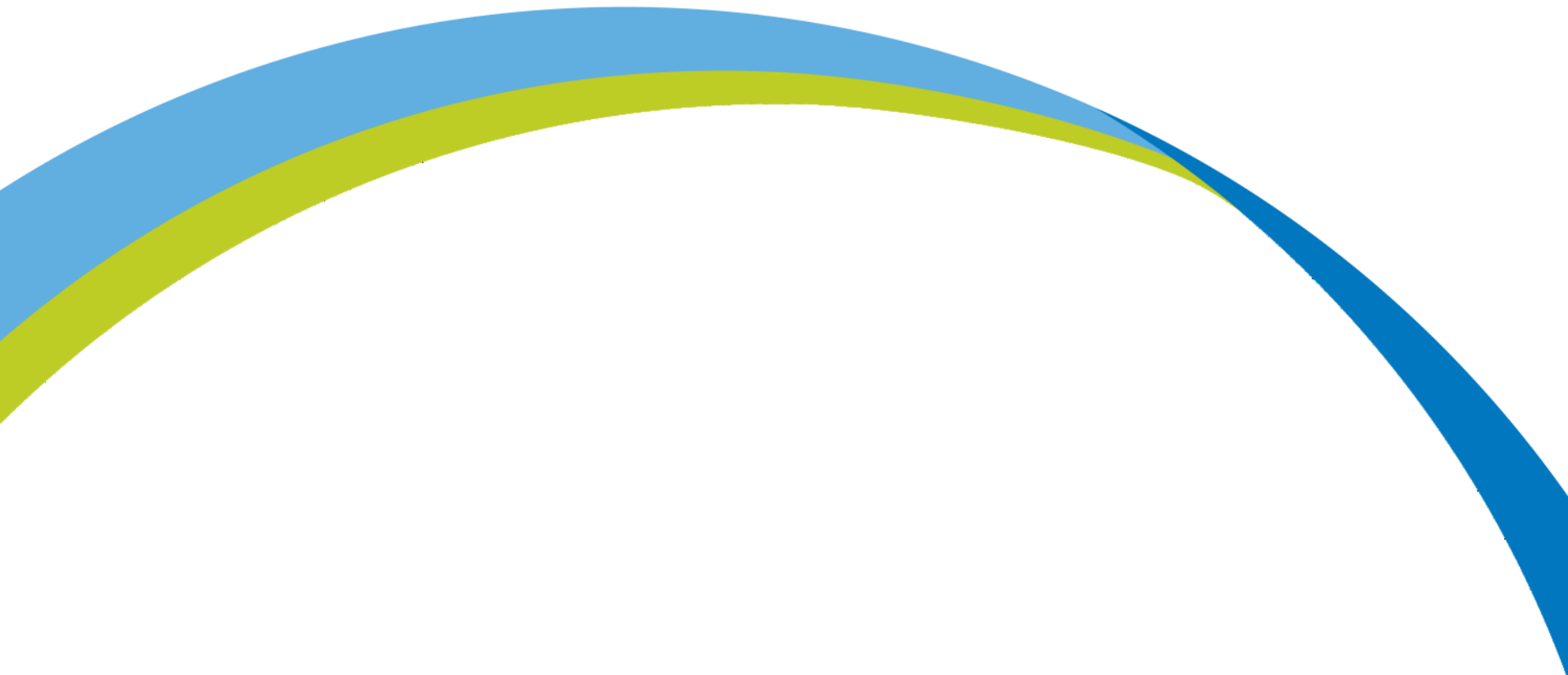
cc:  
Divisional Director, Community Planning and Real Estate  
Manager Parks and Buildings Planning  
Strategic Land Development Manager  
Cultural Services Manager  
Communications Advisor  
Department Manager, Policy and Planning  
Department Manager, Community Planning  
Manager, Urban Planning

**Attachments:**

Attachment A: Urban Design DP Area Map  
Attachment B: Chapter 14 Design Guidelines

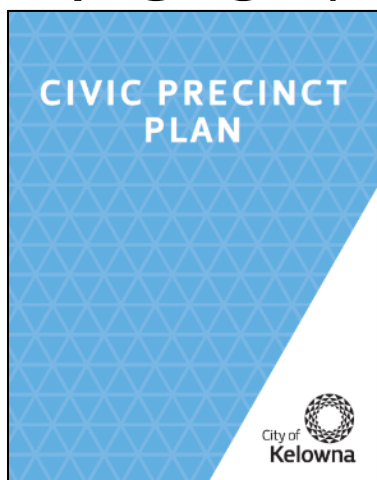
# Civic Precinct Plan Policy Implementation

Policy and Planning Department



# PURPOSE

## VISION



**Translate**

## Policies for Implementation

- ▶ OCP amendments
- ▶ Design guidelines
- ▶ Future land use updates
- ▶ C7 updates

# OPPORTUNITY WITHIN THE CIVIC HEART





# LONG-TERM PLAN

## LEGEND

### FUTURE CIVIC USE

- New/Expanded City Hall
- Museum (consolidated)
- Community Centre
- Art Gallery Expansion
- Other Arts + Cultural

### FUTURE MIXED USE

- Commercial (office/retail)
- Residential
- Cultural/Civic



# LAND USE PLAN

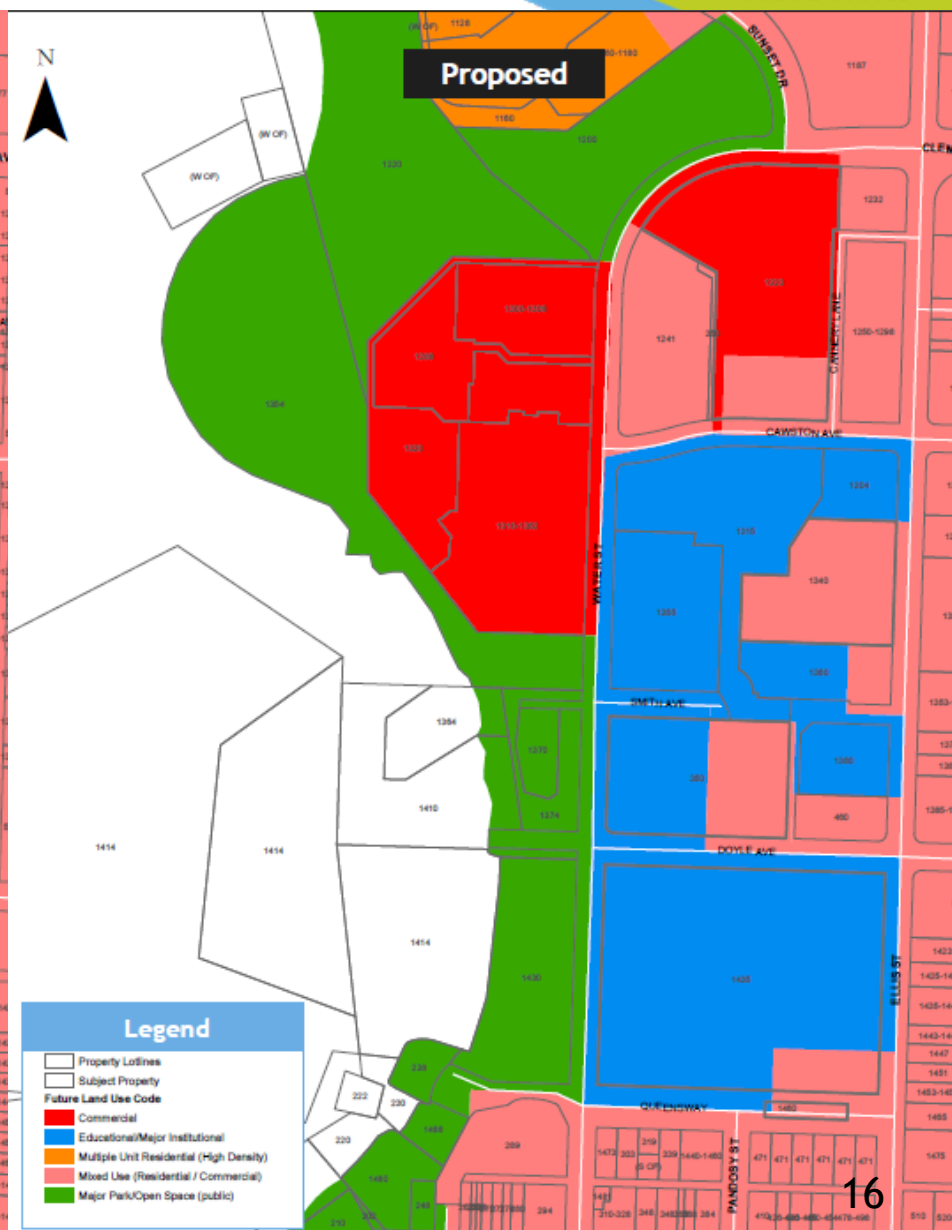
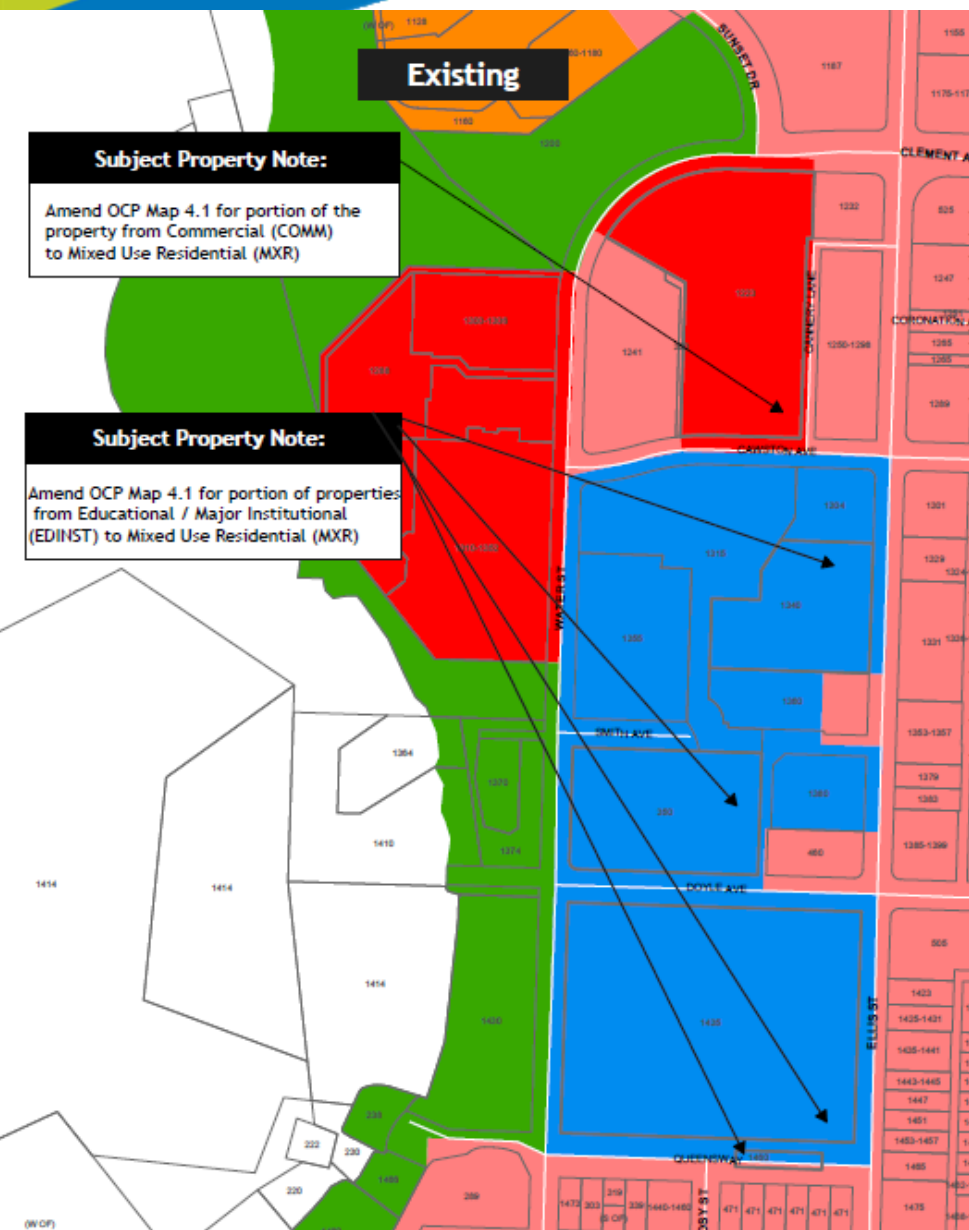
## LEGEND

-  CIVIC
-  MIXED USE (P3 sites)
-  MIXED USE
-  FUTURE MIXED-USE CD-5 ZONE
-  COMMERCIAL/ LIVE-WORK
-  COMMERCIAL
-  PARK
-  PARKADE



# FUTURE LAND USE AMENDMENTS

Key Sites Proposed	Current Future Land Use	Proposed Future Land Use
1. 350 Doyle Avenue (Current RCMP parcel)	Educational / Major Institutional	Mixed-use Residential / Commercial
2. 1340 Ellis Street (Existing IH Building parcel)	Educational / Major Institutional	Mixed-use Residential / Commercial
3. 470 Queensway Avenue and 1460 Ellis Street (South Edge of Museum parcel)	Educational / Major Institutional	Mixed-use Residential / Commercial
4. 1223 Water Street (South edge of Prospera parcel)	Commercial	Mixed-use Residential / Commercial



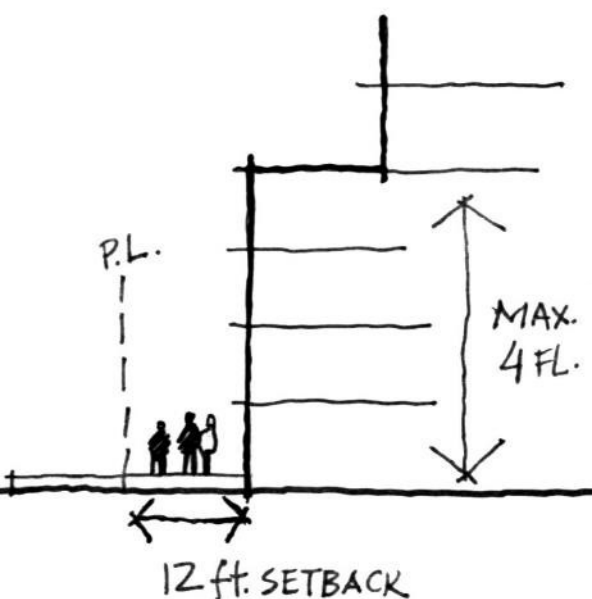


# OCP AMENDMENTS

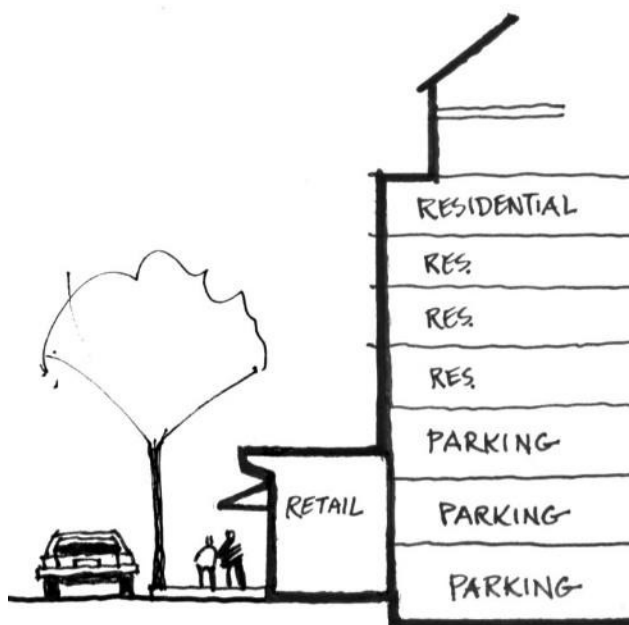
- ▶ Civic Precinct Design Guidelines will become DP Layer
- ▶ Update DP layers map
- ▶ Shift Downtown Building Heights map to C7 zone



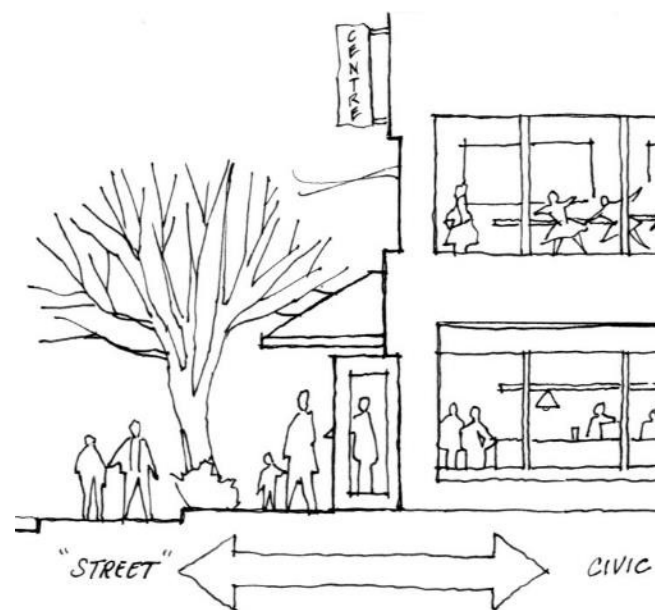
# CIVIC PRECINCT DESIGN GUIDELINES



**Setbacks provide  
space for sidewalks  
and landscaping**



**Podium design to  
screen parking from  
the Street**










**Encourage positive  
interface with public  
realm**

# BUILDING HEIGHTS

- ▶ Align policies with Civic Precinct Plan
- ▶ Maintain low-rise areas
- ▶ Add height at key sites
- ▶ Move max heights plan to C7 zone

Building Heights Plan

## LEGEND

	76.5m (approx. 26 storeys)
	40m (approx. 13 storeys)
	37m (approx. 12 storeys)
	22m (approx. 6 storeys)
	18.5m (approx. 5 storeys)
	13m (approx. 3 storeys)
	PARK



## CONCLUSION

- ▶ Operationalize Civic Precinct Plan
- ▶ Opportunity to advance plan via RCMP redevelopment
- ▶ On-going work on public improvements
- ▶ Implementation will require on-going commitment



N



**Slope**

Hillside 20% +

**Intensive Residential**

Character Neighbourhood DP Area

**Revitalization**

Revitalization DP Area

**Urban Centre Planning Revitalization**

Civic Precinct DP Area

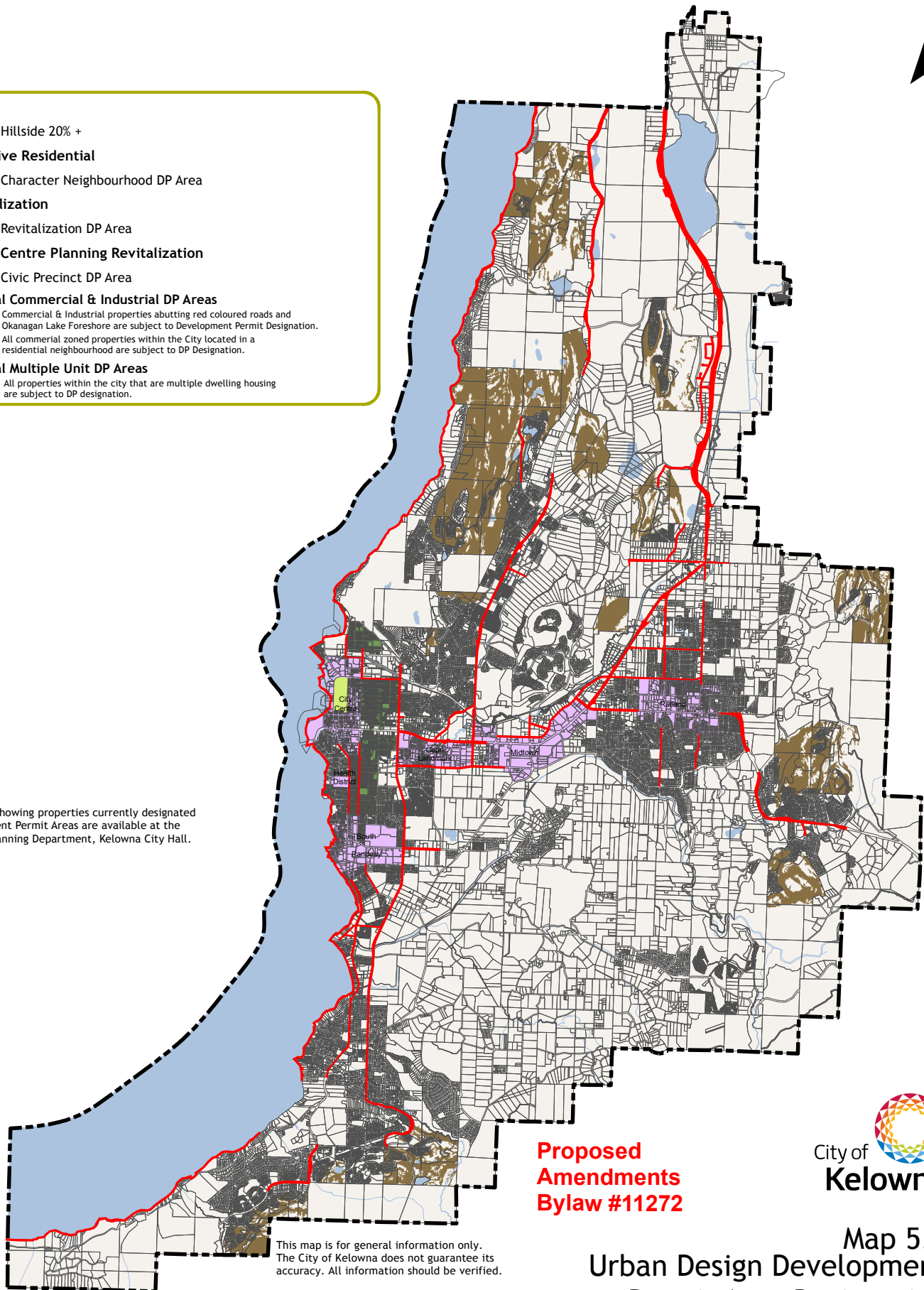
**General Commercial & Industrial DP Areas**

Commercial & Industrial properties abutting red coloured roads and Okanagan Lake Foreshore are subject to Development Permit Designation.  
All commercial zoned properties within the City located in a residential neighbourhood are subject to DP Designation.

**General Multiple Unit DP Areas**

All properties within the city that are multiple dwelling housing are subject to DP designation.

Note : Maps showing properties currently designated as Development Permit Areas are available at the Policy and Planning Department, Kelowna City Hall.



This map is for general information only.  
The City of Kelowna does not guarantee its accuracy. All information should be verified.

0 1 2  
Kms

Rev. Aug 18, 2016

**Proposed  
Amendments  
Bylaw #11272**



**Map 5.8  
Urban Design Development  
Permit Area Designation**

Official Community Plan 2030



# Chapter 14:

## Urban Design DP Guidelines





**A. Comprehensive Development Permit Area (Multiple Unit Residential, Commercial and Industrial Design Guidelines**

- Category
- Properties Affected
- Justification
- Objectives
- Exemptions
- Guidelines

**B. Revitalization Design Guidelines**

- Properties Affected
- Justification
- Objectives
- Exemptions
- Guidelines
- Downtown Considerations

**C. Civic Precinct Design Guidelines**

- Properties Affected
- Justification
- Objectives
- Exemptions
- Guidelines

**D. Intensive Residential - Carriage House / Two Dwelling Housing Design Guidelines**

- Category
- Properties Affected
- Justification
- Objectives
- Exemptions
- Guidelines

**E. Intensive Residential - Character Neighbourhood Design Guidelines**

- Category
- Properties Affected
- Justification
- Objectives
- Exemptions
- Guidelines

**F. Intensive Residential - Hillside Design Guidelines**

- Category
- Properties Affected
- Justification
- Objectives
- Exemptions
- Guidelines





In accordance with the Local Government Act, Section 879, as amended, an Official Community Plan may designate Development Permit areas within the city. The following are the designated form and character Development Permit Areas with the City of Kelowna: 1) Comprehensive (Multiple Unit Residential, Commercial, and Industrial), 2) Revitalization Areas, 3) Intensive Residential - Secondary Suite and Two Dwelling Housing, 4) Intensive Residential - Character Neighbourhoods and 5) Intensive Residential - Hillside Development. Properties may be within more than one Development Permit area, in which case, one Development Permit may be completed which addresses all relevant Design Guidelines. If there are instances of conflict, staff will advise on which guidelines predominate.

## **A. COMPREHENSIVE DEVELOPMENT PERMIT AREA (MULTIPLE UNIT RESIDENTIAL, COMMERCIAL, AND INDUSTRIAL DESIGN GUIDELINES)**

### **CATEGORY**

Section 919.1(1)(f) of the *Local Government Act* allows for the establishment of objectives for the form and character of commercial, industrial or multi-family residential development.

Section 919.1(1)(i) of the *Local Government Act* allows for the establishment of objectives to promote water conservation.

### **PROPERTIES AFFECTED**

Unless exempted (see Exemptions Section below) a development permit addressing design guidelines (see Guidelines Section below) must be approved for all properties that are currently, or become, zoned for multiple unit residential, commercial, industrial, or zoned for institutional or comprehensive development containing multiple unit residential, commercial or industrial uses, as shown on Map 5.8, before:

- Construction of, addition to, or alteration of a building or structure.

Issuance of a general development permit for the site layout of a comprehensive or phased development project does not absolve applicants from the requirement for subsequent development permit(s) to address the form and character of individual buildings or environmental / hazardous conditions within the project site.

### **JUSTIFICATION**

Rapid growth, infill redevelopment pressures, and increasing design expectations from residents require that Comprehensive Design Guidelines with respect to site layout, building form and character, and landscaping will apply to commercial, industrial, multiple family and mixed use development.

Outdoor water use is causing the summer water usage averages in the City of Kelowna to be four times the average water use in the winter months. Most of this outdoor water use is landscape irrigation. The City of Kelowna has established targets for water conservation that will minimize the need for future



water infrastructure upgrades, and that will reduce the risks to lake levels and aquatic ecosystems associated with climate change.

## OBJECTIVES

- Convey a strong sense of authenticity through urban design that is distinctive for Kelowna;
- Promote a high urban design standard and quality of construction for future development that is coordinated with existing structures;
- Integrate new development with existing site conditions and preserve the character amenities of the surrounding area;
- Promote interesting, pedestrian friendly streetscape design and pedestrian linkages;
- Provide for a scale and massing of commercial buildings that promotes a safe, enjoyable living, pedestrian, working, shopping and service experience;
- Incorporate architectural features and detailing of buildings and landscapes that define an area's character;
- Promote alternative transportation with enhanced streetscapes and multi-modal linkages;
- Highlight the significance of community institutional and heritage buildings; and
- Protect and restore the urban ecology (i.e. architectural and site consideration with respect to the ecological impact on urban design).
- Moderate urban water demand in the City so that adequate water supply is reserved for agriculture and for natural ecosystem processes.
- Reduce outdoor water use in new or renovated landscape areas in the City by a target of 30%, when compared to 2007.

## EXEMPTIONS

A Comprehensive Development Permit will not be required for:

- An addition or alteration to an existing principal building which will not be visible from an existing or future: adjacent public road right-of-way, adjacent park, adjacent residential, or adjacent agricultural zoned property, provided that the proposal requires no variance(s) from the Zoning Bylaw, and further, requires no approval from the appropriate provincial ministry or agency; or
- Replacement, alteration or addition to a building such as new siding, roofing, doors, building trim, awnings, and/or windows where it does not negatively impact the overall form and character of the building and would not impact the existing landscape or access provisions; or
- Interior renovations; or
- Replacement of a building that has been destroyed by natural causes, in cases where the replacement building is identical to the original in both form and character; or

“Promote a high urban design standard and quality of construction...”





**“Emulate desirable form and character of nearby buildings...”**

- Construction, addition or alteration not to exceed 30 sq. m (323 sq. ft) for a single storey accessory structure (4.5 m in height) is proposed and where no variance(s) of the Zoning Bylaw are required; or
- Construction, addition or alteration not to exceed 45 sq. m (484 sq. ft) for a single storey building (4.5 m in height) where the building is non-habitable space and where no variance(s) of the Zoning Bylaw are required; or
- Projects without an automatic irrigation system, or where the sum of all new or renovated irrigation areas does not exceed 100 square metres in area are exempt from the irrigation system design guidelines, but the general guidelines pertaining to landscape and urban design still apply.

The following guidelines may be applied when setting Development Permit conditions:

## **GUIDELINES**

### **1.0 Authenticity and regional expression**

- 1.1 Incorporate landscaping and building form and character that is distinct to Kelowna and the Central Okanagan and conveys a sense of authenticity;
- 1.2 Incorporate forms and images that relate to the region’s natural and cultural landscapes (e.g. incorporate winery or orchard inspired trellises or rooflines that reflect those found on barns and older homes located on/around agricultural lands);
- 1.3 Respond architecturally to summer sun with buildings that have overhangs and recesses of sufficient depth to provide comfort and shade;
- 1.4 Incorporate materials that relate to the character of the region and the context of the surrounding neighbourhood;
- 1.5 Use colours found in the region’s natural and cultural landscape;
- 1.6 Provide generous outdoor spaces, including rooftops, balconies, patios and courtyards, to allow residents to benefit from the favourable Okanagan weather;
- 1.7 Incorporate techniques and treatments that emphasize the transition between inside and outside (e.g. operable windows, overhead rolling doors, canopies, trellises, recessed entrances, and extended building planes).

### **2.0 Context**

- 2.1 Emulate desirable form and character of nearby buildings;
- 2.2 Address phasing when the area is designated for more intensive development and the development proposes to deviate from existing form and character (e.g. blank firewalls should be adequately detailed to provide visual interest in the interim);

- 2.3 Design new multi-storey buildings to transition in height where the OCP land use designation provides for smaller structures on adjoining lots;
- 2.4 Align architectural features (e.g. window rhythm, cornice lines) to create visual continuity with neighbouring buildings;
- 2.5 Respect and enhance the original character of an existing building when modifying its exterior;
- 2.6 Allow eclecticism within the streetscape as long as buildings do not visually dominate neighbouring buildings;
- 2.7 Design developments with multiple buildings such that there is a sense of architectural unity or cohesiveness.

### 3.0 Relationship to the street

- 3.1 Locate buildings to provide an effective street edge while respecting the established, desired streetscape rhythm;
- 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);
- 3.3 Avoid split level, raised or sunken parkade entrances;
- 3.4 Design buildings with multiple street frontages to give equal emphasis to each frontage with respect to building massing, materials, details, and landscaping.

### 4.0 Massing and height

- 4.1 Mitigate the actual and perceived bulk of buildings by utilizing appropriate massing, including:
  - Architectural elements (e.g. balconies, bay windows, cantilevered floors, cupolas, dormers);
  - Visually-interesting rooflines (e.g. variations in cornice lines and roof slopes);
  - Step back upper floors to reduce visual impact;
  - Detailing that creates a rhythm and visual interest along the line of the building;
  - Wall projections and indentations, windows and siding treatments as well as varied material textures should be utilized to create visual interest and to articulate building facades;
  - Building frontages that vary architectural treatment in regular intervals in order to maintain diverse and aesthetically appealing streets.
- 4.2 Ensure developments are sensitive to and compatible with the massing of the established and/or future streetscape;

“Develop visual and physical connections between the public street and private buildings...”







“Design for human scale and visual interest in all building elevations.”

- 4.3 Design developments with multiple, separate buildings such that individual buildings are of different but compatible shapes, masses, and exterior finishes;
- 4.4 Utilize landscaping treatments to further soften the mass of building form (e.g. strategic placement of trees, shades and vines, trellis and arbours, along with surface materials such as pavers);
- 4.5 Design with consideration for the effect of building height on shading and views.

## 5.0 Human Scale

- 5.1 Design for human scale and visual interest in all building elevations. This can be achieved principally by giving emphasis to doors and windows and other signs of human habitation relative to walls and building structure;
- 5.2 Articulate facades by means of indentations and projections of elements (e.g. windows and doors, cornice lines, pilasters, balconies, and other detailing);
- 5.3 Distinguish key building elements through the use of setbacks, projections, textures, materials, and detailing:
  - Base: Within the first few storeys, a base should be clearly defined and positively contribute to the quality of the pedestrian environment;
  - Middle: The body of the building above the base should contribute to, but not dominate, the physical and visual quality of the overall streetscape;
  - Top: The roof should be distinguished from the rest of the building and designed to contribute to the visual quality of the skyline;
- 5.4 Design building facades with a balance of vertical and horizontal proportions (e.g. vertical elements at regular intervals to strengthen the pedestrian-scale of otherwise horizontal buildings);
- 5.5 Incorporate windows with vertical proportions. Horizontal glazed areas should be divided into vertically proportioned windows separated by mullions or building structure;
- 5.6 Incorporate roof overhangs, and the use of awnings, louvers, canopies and other window screening techniques;
- 5.7 Incorporate windows within enclosed stairwells to exhibit human scale, reduce their visual bulk, and enhance safety;
- 5.8 Reduce the visual impact and massing of enclosed elevator shafts with architectural treatments.

## 6.0 Exterior elevations and materials

- 6.1 Exterior building materials should be selected for their functional and aesthetic quality, and should exhibit qualities of workmanship, durability, longevity and ease of maintenance;





“Use materials in combination to create contrast, enhance human scale, and reduce the apparent bulk of a building...”

- 6.2 Provide visually prominent, accessible, and recognizable entrances through attention to location, details, proportions, materials, and lighting that act to personalize or lend identity to a building;
- 6.3 Continue higher quality materials used on the principal façade around any building corner or edge which is visible to the public;
- 6.4 Use materials in combination to create contrast, enhance human scale, and reduce the apparent bulk of a building;
- 6.5 Colour should not be used as the predominant feature of a building.

## 7.0 Public and private open space

- 7.1 Design varied and interesting public open space to promote social interaction, ensure continuity of pedestrian movement through the site, and accommodate a range of uses and activities year-round;
- 7.2 Orient public and private open spaces to take advantage of sunlight with the provision of shade and protection from wind and other climatic elements (design for microclimate);
- 7.3 Provide an appropriate transition between public and private open space (e.g. landscaping, gathering places, architectural elements, varied building line) and orient building elements such as entrances, lobbies, windows, and balconies to face public parks, plazas and open spaces;
- 7.4 Provide amenities such as benches, garbage receptacles, bicycle stands, bollards, and community notice boards;
- 7.5 Design industrial developments to include outdoor break areas, green space, bicycle racks, skylights and windows in work areas, and linkages to recreational opportunities (e.g. linear parks).

## 8.0 Pedestrian access, provision for cyclists, circulation, vehicles and loading

- 8.1 Prioritize the safe and convenient movement of pedestrians above all other modes of transportation;



PEDESTRIANS



BICYCLES



PUBLIC TRANSIT



COMMERCIAL VEHICLES



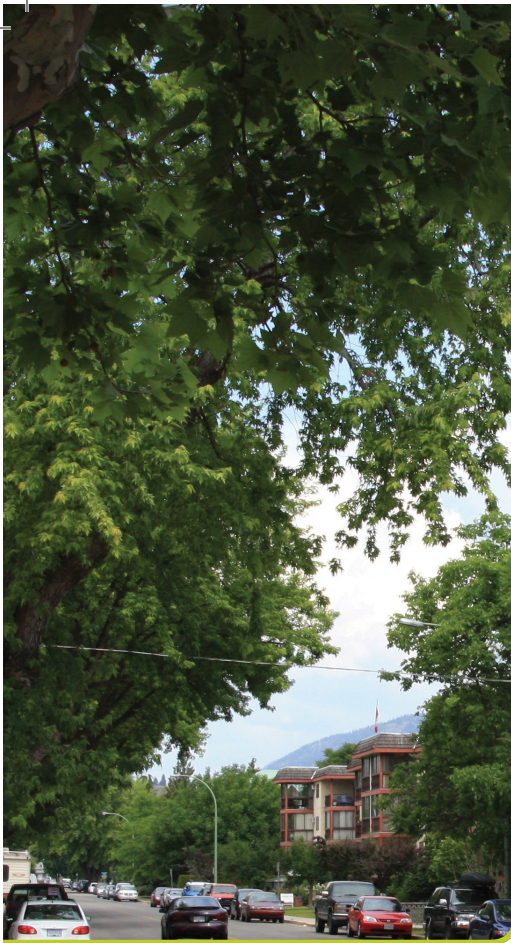
TAXIS



HIGH OCCUPANCY VEHICLES



SINGLE OCCUPANCY VEHICLES



“Prioritize the safe and convenient movement of pedestrians...”

- 8.2 Promote the use of alternative modes of transportation in site design (e.g. prominent bicycle racks for convenience and security, orient building entrances to pedestrian areas);
- 8.3 Provide public access through sites to maintain or enhance the pattern of active transportation within the neighbourhood (e.g. mid-block crossings);
- 8.4 Provide an identifiable and well-lit pathway to the front entrance of every building from all adjoining public sidewalks and all on-site parking areas;
- 8.5 Ensure pedestrian circulation is convenient, safe, and clearly identifiable to drivers and pedestrians;
- 8.6 Design vehicular drop-off/pick-up areas so that pedestrians have priority;
- 8.7 Provide paved surfaces with visual interest (e.g. eliminate curbs and/or use bollards, stamped concrete, unit pavers, etc.);
- 8.8 Locate parking areas to the rear of buildings, internal to the building, or below grade;
- 8.9 Avoid large expanses of parking;
- 8.10 Ensure vehicular and service access has minimal impact on the streetscape;
- 8.11 Do not terminate public street views with garage doors and vehicle accesses;
- 8.12 Avoid vehicle access from arterial and collector roads and from those roads with a prominent streetscape;
- 8.13 Incorporate visible and secure bicycle parking in a priority location with the construction of all new parkades and parking lots;
- 8.14 Parking lots should have shade trees planted at 1 tree per 4 parking stalls.

## 9.0 Environmental design and green building

- 9.1 Minimize the impacts of adverse weather on buildings and the street-level microclimate (e.g. excessive heat, cold and wind);
- 9.2 Minimize solar gain through building orientation and façade elements and/or utilize measures to capitalize on solar exposure (e.g. passive solar water heating, solar mass wall, passive solar heating of intake air);
- 9.3 Include green walls and trees that provide effective, generous shade;
- 9.4 Minimize exposure to noise and pollution, especially for those projects located along busy roads (e.g. triple-pane glazing, orient courtyards, playgrounds, open spaces, and building air intakes away from the road);
- 9.5 Reduce the amount of storm water that leaves the site through the sewer (e.g. cistern and gray water systems, permeable paving, bio-swales, green roofs, retention ponds and other landscape techniques);
- 9.6 Utilize sustainable construction methods and materials, including the reuse, rehabilitation, restoration, and recycling of buildings and/or building elements;



- 9.7 Indicate measures taken to enhance building performance and consider designing new buildings to a green building standard (e.g. LEED);
- 9.8 Incorporate other green building strategies that enhance building and occupant performance, such as:
- Green energy supply (e.g. wind, solar PV);
  - Reduced energy consumption for HVAC and building systems;
  - Solar oriented design;
  - Green roofs;
  - Improved indoor air quality;
  - Reduced water consumption;
  - Mitigation of heat-island effects.

#### 10.0 **Decks, balconies, rooftops, and common outdoor amenity space**

- 10.1 Incorporate decks, balconies and common outdoor amenity spaces into developments;
- 10.2 Provide elements such as constructed planters, gazebos, trellises, pergolas and other forms of hard and soft landscaping, including opportunities for urban agriculture, to enhance the usability of decks, balconies, and outdoor amenity spaces;
- 10.3 Integrate vents, mechanical rooms and equipment, and elevator penthouses with the architectural treatment of the roof, and/or screen these elements with materials and finishes compatible with the building's design;
- 10.4 Enhance large, flat expanses of roof (whether actively used or not) with texture, colour, and/or landscaping.
- 10.5 Multi-Residential Shared Garden plots should:
- Take inspiration from the site's architecture and landscape treatments for design and layout.
  - Be located to maximize sunlight access.
  - Incorporate enhanced universal accessibility features on some plots.
  - Ensure landscape installation standards including growing medium depth and quality meet the requirements of the BC Landscape Standard (Latest Edition) and/or the Master Municipal Construction Document (Year 2000 Gold Edition).

#### 11.0 **Amenities, ancillary services and utilities**

- 11.1 Locate loading, garbage, storage, utilities and other ancillary services away from public view. All such areas shall be screened and designed as an integral part of the building to minimize impact;
- 11.2 Integrate service connections, vents, and mechanical rooms and equipment with the architectural treatment of the building,

**“Provide elements such as constructed planters, gazebos, trellises, pergolas and other forms of hard and soft landscaping...”**





“Provide opportunities for urban agriculture in all development...”

and/or locate to minimize visual intrusion and screen from view with materials and finishes compatible with the building;

- 11.3 Create attractive rear alley facades with high quality materials on buildings facing residential areas (e.g. rear building entrances, windows, balconies, plazas, and plantings).

## 12.0 Landscape development and irrigation water conservation

- 12.1 Incorporate landscaping that:

- Compliments and softens the architectural features and edges of buildings;
- Considers the context of surrounding properties where there is a dominant pattern along the street (i.e., provide street trees and landscaping consistent with the established or emerging standards on the street or adjacent neighbourhood);
- Enhances the pedestrian experience (e.g. aesthetics, relief from weather);
- Adds texture and three dimensional components to the site (e.g. vegetated canopy);
- Helps screen parking areas, mechanical functions, and garbage and recycling areas;
- Respects required sightlines from roadways and enhances public views;
- Contributes towards a sense of personal safety and security;
- Retains existing healthy, mature trees and vegetation (including those with special character or historical and cultural significance);
- Utilizes native plants that are drought tolerant;
- Mitigates undesirable architectural elements (e.g. blank walls can be covered with trellis and trained with vines);
- Defines distinct private outdoor space for all ground-level dwellings.

- 12.2 Provide fences and retaining walls with visual interest (e.g. high quality fencing, stone or rock walls) and human scale (e.g. punctuate at regular intervals with vertical elements such as piers or landscaping);

- 12.3 Provide opportunities for urban agriculture in all development;

- 12.4 Provide 1 shade tree per 4 parking stalls on new surface parking lots;

- 12.5 Typically a Landscape Water Conservation Report prepared by a Landscape Architect in good standing with the BCLA will be required. The Landscape Architect will also be required to supervise the installation. The report recommendations will be used to establish conditions for the development permit. The Landscape Water Conservation Report shall:

- Meet the requirements for the Landscape Water Budget calculations for the proposed landscape area in the format as required by the City of Kelowna (equivalent to Schedule C in the City of Kelowna Water Regulation Bylaw No. 10480 when enacted).



- Indicate by drawings, notes, calculations and if necessary other written materials how the application complies with or varies from the Design Guidelines below.

#### **General Landscape Water Conservation Guidelines**

- Group planting areas into ‘hydro-zones’ of high, medium and low or unirrigated/unwatered areas. Hydro-zones shall be shown on diagrams and tables in the Landscape Plan.
- Show appropriate use of plant material with similar water demand within hydro-zones.
- Maximize the percentage of landscape area that is unirrigated/unwatered area, commensurate with landscape aesthetics and plant survival e.g. using pervious paving, unplanted stone or organic mulch, pervious deck (strive for a minimum of 25% of the total landscape area).
- Maximize retention or replanting of vegetation with low water-use requirements after the establishment period [e.g. existing native vegetation to remain, wildflower meadow, rough grass, xeriscape plant species (strive for a minimum of 25% of the total landscape area)].
- Minimize mown turf areas that are high water use areas (strive for a maximum of 25% - 50% of total landscape area, with lower percentages preferable) – substitute with areas of lower water use treatments.
- Provide mulch cover to shrub and groundcover areas, to reduce evaporation from soil.
- Use recirculated water systems for any water features such as pools and fountains.
- Ensure landscape installation standards including growing medium depth and quality meet the requirements of the BC Landscape Standard (Latest Edition) and/or the Master Municipal Construction Document (Year 2000 Gold Edition). In cases of conflict the BC Landscape Standard shall prevail. Notes on the plans or a growing medium report shall indicate proposed growing medium depth and amendments, and shall refer to appropriate sections of the above reference documents, or the qualified professional shall supply a custom specification of similar detail.
- Include the following written declarations signed by a licensed Landscape Architect qualified by the British Columbia Society of Landscape Architects (BCSLA):
  - a. At the time of application: “This landscape plan has been prepared in accordance with the Comprehensive Development Permit Area Design Guidelines of the City of Kelowna for landscape development and irrigation water conservation.”

**“Provide exterior street lighting that follows the International Dark Sky Model code in order to limit light pollution and save energy...”**





- b. At the time of substantial performance of the construction: “This landscape installation complies substantially with the approved Comprehensive Development Permit for landscape, irrigation and water conservation plans, specifications and reports.”

#### **Irrigation System Guidelines**

If irrigation is to be installed, it shall be a condition of each Development Permit that the Applicant appoint a Qualified Professional to prepare an Irrigation Plan and supervise installation to produce an irrigation system that:

1. Groups irrigation circuits/ zones into ‘hydrozones’ of high, medium and low or unirrigated areas consistent with the landscape planting plan.
2. Uses reclaimed or recycled water or rainwater capture from roofs or rain barrels for outdoor water use when such is available, as a substitute for use of potable water. It is not the intent of this guideline to require a development to produce recycled water or install rainwater systems only for irrigation purposes.
3. Minimizes use of high-volume spray heads, and employs drip or low volume irrigation where practical to meet the watering needs of hydrozones.
4. Uses surface or subsurface drip irrigation or low volume irrigation technology to water long, narrow or irregularly shaped areas including turf areas less than 2.4m in width.
5. Ensures irrigation design and installation standards including adjustments and irrigation scheduling meet the requirements of the Water Use Regulation Bylaw No 10480 and the Supplementary Specifications in City of Kelowna Bylaw 7900 (Part 6, Schedule 5), or a custom or alternate irrigation specification at a similar level of detail provided by the Qualified Professional.
6. Includes the following written declarations signed by a Certified Irrigation Designer qualified by the Irrigation Industry Association of BC (IIABC):
  - a. At the time of application: “This irrigation plan has been prepared in accordance with the Comprehensive Development Permit Design Guidelines of the City of Kelowna for landscape development and irrigation water conservation.”
  - b. At the time of substantial performance of the construction: “This irrigation installation complies substantially with the approved Comprehensive Development Permit for landscape, irrigation and water conservation plans, specifications and reports.”

It shall be a condition of each Development Permit that the permit holder provides a copy of the Landscape Plan and any related Irrigation Plan to the City, and modifies the Plan at the direction of the City if the City

“**Provide opportunities  
for urban agriculture  
in all development...**”

determines that the Plan has not been prepared in accordance with these Guidelines.

It shall be a condition of each Development Permit that the permit holder implements the Landscape Plan and any Irrigation Plan that is required by the terms of the Permit, in accordance with the Landscape Water Conservation Report provided with the permit application and approved by the City.

### 13.0 Crime prevention

- 13.1 Incorporate Crime Prevention through Environmental Design (CPTED) practices as they relate to landscaping, and the siting, form, exterior design and finish of buildings and other structures (see City of Kelowna Crime Prevention Through Environmental Design Guidelines);
- 13.2 Design buildings and select materials to discourage and resist graffiti and other vandalism.

### 14.0 Universal accessible design

- 14.1 Design to a high standard of accessible and adaptable design with the goal of accommodating the functional needs of all individuals including children, adults, and seniors, and those with visual, mobility or cognitive challenges;
- 14.2 Access for persons with disabilities should be appropriately designed and clearly visible from the principal entrance, and should not be relegated to an alternate building frontage for the sake of architectural convenience;
- 14.3 Access ramps and related elements should be visually integrated with the overall building design and site plan so as to not appear as an un-integrated add-on to a building façade;
- 14.4 Site layout, services and amenities should be easy to comprehend and navigate (i.e., strong contrast of colours, corner dots, paving treatments, bollards, tactile strips around obstacles). See City of Kelowna Guidelines for Accessibility in Outdoor Spaces.

### 15.0 Lakeside development

- 15.1 Provide and enhance natural open spaces related to the lakeside context of the development;
- 15.2 Minimize the obstruction of lake views;
- 15.3 Preserve inland views to the lake by reducing the height of lakeside development in relation to development height permitted inland;
- 15.4 Design lakeside developments to act as a transition between the lake and inland development (i.e., incorporate lake inspired themes, unique features to take advantage of the lakeside setting, etc.);
- 15.5 Incorporate distinctive massing articulation, architectural treatment, and appropriate materials on the lakeside frontage.

**“Access for persons with disabilities should be appropriately designed and clearly visible from the principal entrance...”**



“Design lighting  
to enhance public  
safety...”

## 16.0 Lighting

- 16.1 Design lighting to enhance public safety (see City of Kelowna Crime Prevention Through Environmental Design Guidelines) and not to draw attention to a development;
- 16.2 Ensure that “light trespass” onto adjacent residential areas is minimized;
- 16.3 Consider lighting a key element in façade design and plan early for it, with consideration to the effect on the façade and on neighbouring buildings and open spaces;
- 16.4 Provide pathway lighting at a human scale (e.g. light standards of appropriate height for pedestrians). Pedestrian lights should address pedestrian safety, be vandal proof and easy/inexpensive to maintain;
- 16.5 Provide exterior street lighting that follows the International Dark Sky Model code in order to limit light pollution and save energy.

## 17.0 Signs

- 17.1 Integrate signage that contributes to the overall quality and unique character of a development (e.g. coordinate proportion, materials, and colour);
- 17.2 Do not compromise the scale and visual qualities of a building with the size and number of signs;
- 17.3 Locate, size, and format signs such that they can be easily read by pedestrians.
- 17.4 Where signage is proposed for buildings with historical character or heritage significance (i.e. Listed on the Heritage Register, with Heritage Designation and/or located in the Abbott Street and Marshall Street Heritage Conservation Areas) that signage should use design inspiration from historical influences (e.g. non-illuminated and non-animated.)

## 18.0 Transitional Industrial

In areas designated for Industrial – Limited use, these guidelines must be considered as well as all other guidelines in this section.

- 18.1 Industrial development adjacent to residential land uses must be planned, landscaped and screened to maintain the privacy of residential uses.
- 18.2 Where new industrial development is occurring adjacent to residential uses, window openings shall be placed to reduce the opportunity for overlook and be offset from residential windows.
- 18.3 Unfinished concrete block shall not be used as an exterior building material for principal facades or where the façade faces a residential land use.
- 18.4 Where loading doors face the street, they shall be set back from the main building plane.



- 18.5 The primary entrance of the main building on site should face the roadway.
- 18.6 Where security concerns limit windows and other openings, building design should employ other design techniques to avoid creating long blank walls.
- 18.7 Rooftop screening of mechanical and electrical equipment must be provided using materials consistent with the treatment of principal facades.
- 18.8 All lighting shall be oriented facing the site, pointed in a downward direction and constructed at the lowest practical elevation to minimize light trespass over surrounding properties.
- 18.9 Tall, broadcast or flood lights are not permitted.
- 18.10 Where possible, parking and outdoor storage should be located behind buildings or other structures. Where parking and storage is not behind buildings, it must be screened with landscaping or fencing.
- 18.11 Unpaved parking and storage surfaces should be made dust free through design or treatment.



*2.1 - 75:1 wall height to street width ratio*

## **B. REVITALIZATION DESIGN GUIDELINES**

### **CATEGORY**

Section 919.1(1)(d) of the *Local Government Act* allows for the establishment of objectives for revitalization of an area in which commercial use is permitted.

### **PROPERTIES AFFECTED**

Unless exempted (see Exemptions Section below) a development permit addressing design guidelines (see Guidelines Section below) must be approved for all properties that are currently, or become, zoned for multiple unit residential, commercial, industrial, institutional, health district, or comprehensive development located within the Revitalization Development Permit areas as shown on Map 5.8, before:

- Construction of, addition to, or alteration of a building or structure.

Issuance of a general development permit for the site layout of a comprehensive development project does not absolve applicants from the requirement for subsequent development permit(s) to address the form and character of individual buildings or environmental / hazardous conditions within the project site.

### **JUSTIFICATION**

Kelowna's revitalization areas represent the city's core commercial centres with associated, supporting mixed use and residential development. The intent of the Revitalization Development Permit areas is to enhance and catalyze these areas as they continue to experience rapid growth, pressures to intensify, and increasing design expectations. The purpose of the Revitalization Design Guidelines is to ensure that the siting, form, landscaping, exterior design and finish of buildings, and character of development is of high quality and compatible with the vision for these urban centres.



*2.5 - Provide a high quality public realm*



*1.1 - Maintain the established or envisioned architectural character of the block or neighbourhood*

**“Incorporate a level of detailing that conveys a sense of craftsmanship consistent with the era in which original downtown buildings were built...”**

## OBJECTIVES

- Use appropriate architectural features and detailing of buildings and landscapes to define area character;
- Convey a strong sense of authenticity through high quality urban design that is distinctive of Kelowna;
- Enhance the urban centre’s main street character in a manner consistent with the area’s character;
- Provide for a scale and massing of buildings that promotes an enjoyable living, pedestrian, working, shopping and service experience;
- Encourage an appropriate mix of uses and housing types and sizes;
- Design and facilitate beautiful public open spaces that encourage year-round enjoyment;
- Create open, architecturally-pleasing and accessible building facades to the street; and
- Improve existing streets and sidewalks to promote alternative transportation.

## EXEMPTIONS

### A DESIGN DEVELOPMENT PERMIT WILL NOT BE REQUIRED FOR:

- An addition or alteration to an existing principal building which will not be visible from an existing or future: adjacent public road right-of-way, adjacent park, adjacent residential, adjacent agricultural zoned property provided that the proposal requires no variance(s) from the Zoning Bylaw, and further, requires no approval from the appropriate provincial ministry or agency; or
- Replacement, alteration or addition to a building such as new siding, roofing, doors, building trim, awnings, and/or windows where it does not impact the overall form and character of the building and would not impact the existing landscape or access provisions; or
- Interior renovations; or
- Replacement of a building that has been destroyed by natural causes, in cases where the replacement building is identical to the original in both form and character; or
- Construction, addition or alteration not to exceed 30 sq. m (323 sq. ft) for a single storey accessory structure (4.5 m in height) is proposed and where no variance(s) of the Zoning Bylaw are required; or
- Construction, addition or alteration not to exceed 45 sq. m (484 sq. ft) for a single storey building (4.5 m in height) where the building is non-habitable space and where no variance(s) of the Zoning Bylaw are required; or

The following guidelines may be applied when setting Development Permit conditions:

## GUIDELINES

For any development requiring a Revitalization Development Permit both the Comprehensive and Revitalization Design Guidelines are applicable. The intent of the Revitalization Design Guidelines is to provide specific design detail

appropriate for development within revitalization areas as an addition to the Comprehensive Design Guidelines. In general, Revitalization Design Guidelines will prevail over the Comprehensive Design Guidelines in any instances of conflict. Note that the maximum density as prescribed in the Zoning Bylaw may not always be attainable, as each site has specific unique limitations for overall development potential.

### 1.0 Relationship to the Neighbourhood

- 1.1 Maintain the established or envisioned architectural character of the block or neighbourhood;
- 1.2 Design sites, buildings, and streetscapes adjacent to non-revitalization areas to create a distinct but appropriate transition;
- 1.3 Unify and connect individual buildings within a development and with the surrounding neighbourhood (e.g. Use similar paving treatment as adjacent public spaces, consistent street furniture, fencing, light standards, etc.);
- 1.4 Design spaces that are typically associated with high pedestrian traffic to incorporate such occupancies (i.e., retail shops, cafes, restaurants) and to include the provision for complimentary activities such as bandstands, street vending kiosks, and provisions for small public gatherings.

### 2.0 Relationship to the Street

- 2.1 Ensure streetwall height is proportional (0.75:1 maximum) to the width of the street as measured from building face to building face. Any development that exceeds this height must utilize a podium and step back above the streetwall;
- 2.2 Provide for public movement, street furniture, and building access zones to be incorporated into sidewalks adjacent to development;
- 2.3 Design buildings to occupy 100% of a property's frontage along streets, eliminating elements that disrupt the streetwall such as off-street parking, dead spaces, empty lots, or driveways;
- 2.4 Coordinate building setbacks with adjacent sidewalks to increase the space for public use (i.e., utilize a building setback or building indentation as a patio space or seating area, incorporate corner rounding into the public realm with specialized paving treatment and street furniture);
- 2.5 Provide a high quality public realm consistent with the character of urban development (i.e. incorporate focal points/plazas, pedestrian pathways, parks and open space, enhanced streetscapes, and landscaping).

## DOWNTOWN CONSIDERATIONS

These guidelines apply specifically to the City Centre Revitalization DP area.

- 3.1 Maintain and extend the traditional block pattern (e.g. 115m block pattern). Where extended blocks exist, locate public and/or private rights-of-way in a manner that reflects this traditional block pattern;

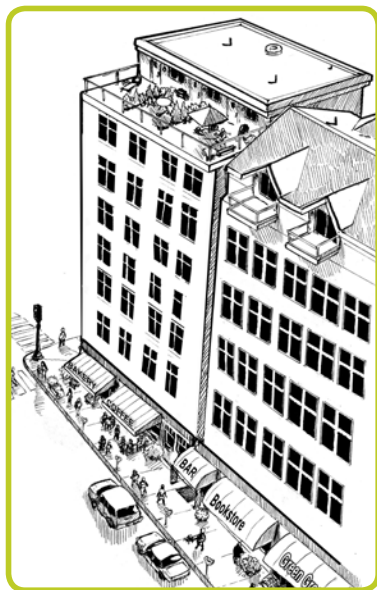


*3.2 - Consistent rhythm maintained with new development*

“Design buildings to occupy 100% of a property's frontage along streets...”



*4.1 - Align the architectural features from one building to the next*



*4.4 - Identifiable base, middle, and top*

- 3.2 Articulate the street façade in a vertical rhythm that is consistent with the traditional subdivision pattern (i.e., maintain the character of narrow buildings and storefronts through changing materials, patterns, reveals, setbacks, façade portions, or design elements to maintain façade widths);
- 3.3 Incorporate a level of detailing that conveys a sense of craftsmanship consistent with the era in which original downtown buildings were built (i.e., incorporate architectural features such as quoins, traditional brick patterns, pediments, keystones, recessed entrances, etc.);
- 3.4 Windows should be set back from the building face (as opposed to flush) and include headers and sills;
- 3.5 Windows at street level should keep the sills low for displays of retail goods and for high visibility into interior spaces;
- 3.6 Upper floor windows should have vertical proportions where the height is at a minimum, 1.5 times the width;
- 3.7 Brick and cut stone are preferred building materials, where appropriate. Materials should emulate a range of colours found on prominent buildings located Downtown;
- 3.8 Incorporate high quality signage utilizing traditional size, style, fonts and design. Prominent and colourful signage creating a rich visual character is encouraged, however, illuminated signs in fluorescent colours are discouraged.

#### 4.0 Building Design

- 4.1 Align architectural features from one building to the next. (i.e., building kickplate, top and bottom height of first floor windows, transoms over entranceway, horizontal and vertical proportions of the building, sign band above street level, parapet and cornice line, window sills on upper floors, roof line and proportions);
- 4.2 Mitigate the effect of shadowing on public areas. A visual assessment sun/shadow study is required for those developments greater than 5 storeys in height;
- 4.3 Design active facades that incorporate windows and doors on at least 75% of a building's frontage;
- 4.4 Design buildings with an identifiable base, middle, and top through a change in setbacks, projections, textures, materials, detailing, or other architectural features;
- 4.5 Incorporate distinctive massing articulation and architectural treatments for corner sites, highly visible building sites, or buildings/portions of buildings that terminate important view corridors (i.e., varying building heights, change in façade plane, additional pedestrian space, large windows, awnings, canopies, arcades, or archways);
- 4.6 Orient windows, entrances, balconies and other building elements to surrounding points of interest and activity;



- 4.7 Use architectural elements such as atriums, grand entries and large ground-level windows to reveal active interior spaces;
- 4.8 Promote pedestrian-scaled architecture along the street through the use of street wall massing, articulation, quality materials and decorative details, textures, colours, lighting, and signage;
- 4.9 Design buildings with individual entrances leading to streets and pathways rather than lobby entrances;
- 4.10 Provide ground level access for first storey units within multiple unit residential projects;
- 4.11 Provide transition zones between the inside and outside of buildings and where applicable, between the public and private realms, with increased setbacks to incorporate courtyards, arcades, plazas, and/or patios;
- 4.12 Incorporate a high level of transparency (non-reflective and non-tinted glazing) on a minimum of 75% of the first floor elevation for commercial, mixed use, and industrial developments;
- 4.13 Finish buildings with exterior building materials that are natural, indigenous, durable and appropriate to the character of the development. Recommended building materials include brick, stone, wood and heavy timber, clear glass, metal, composite cement board, and finished in-situ concrete and modular concrete;
- 4.14 Prohibited building materials include vinyl siding, reflective or non-vision glass, plastic, unpainted or unstained wood, including pressure treated wood, and concrete block;
- 4.15 Stucco and stucco-like finishes shall not be used as a principal exterior wall material;
- 4.16 Select exterior building materials that are appropriate to the building face orientation (sun, wind, noise, views) as well as building use and street frontage;
- 4.17 Vents, mechanical rooms/equipment, and elevator penthouses should be integrated with the architectural treatment of the roof, or be screened with materials and finishes compatible with the building's design.

## 5.0 View Corridors

- 5.1 Preserve and protect existing views, and where possible, create new viewsapes at the pedestrian level for any public or semi-public space;
- 5.2 Reinforce viewsapes to and from developments (i.e. through the placement of seating, open spaces, circulation routes and massing of buildings);
- 5.3 Retain extensive views (including from afar) to both the Lake and to the mountains, and special care should be taken with respect to massing of new developments on street ends from the pedestrian level and from other strategic locations;



*4.5 - Example of distinctive massing articulation and architectural treatment for corner sites*



*5.0 - View Corridors*

“Ensure doors and entrances to parking garages are not more visually prominent than any principal pedestrian entrance to a building.”

- 5.4 Design new developments that take into account the view characteristics of adjacent ground floor public areas, of surrounding buildings as well as the view potential of the proposed building itself.

## 6.0 Vehicular Access and Parking

- 6.1 Conceal at-grade and above-grade parking levels with façade treatments;
- 6.2 Integrate garage doors into the overall building design with street-level exterior building finishes wrapping into the garage opening;
- 6.3 Ensure doors and entrances to parking garages are not more visually prominent than any principal pedestrian entrance to a building;
- 6.4 Locate surface parking to the interior of the block and not at corner or street locations. Where surface parking lots share a site with a building, locate parking at the rear;
- 6.5 Uses associated with motor vehicles, including truck loading and waste storage and removal, should be screened from public view and should not be situated where they would conflict with pedestrian movement patterns;
- 6.6 Incorporate soft and hard landscaping or other visual elements into the design of parking areas (i.e., integrate planting islands at entrances/exits, and to separate double rows of cars). Parking lots should have shade trees planted at 1 tree per 4 parking stalls;
- 6.7 Design surface parking and public driveways as pedestrian areas, and incorporate pedestrian connections between surface parking lots on adjoining properties;
- 6.8 Distinguish driving, parking, pedestrian, and cycling areas through changes in colour/pattern/materials of the paving.

## 7.0 Signage

- 7.1 Design signage that is high quality, imaginative, and innovative;
- 7.2 Design signage with consideration of the size of any individual sign as part of the overall scheme of building signage and the appearance of the building's façade. Scale and architectural expression should not be compromised by size and number of signs;
- 7.3 Box signs are strongly discouraged;
- 7.4 Incorporate concise messaging and simple graphics into signage. Corporate and store logos are appropriate only if they form part of an overall sign design, and are suitably scaled to the façade composition;
- 7.5 Light lettering on a dark background is preferred over dark lettering on a light background and consideration should be given to those with visual impairment;
- 7.6 Minimize signage lighting (i.e., incorporate indirect front-lit signs wherever possible);

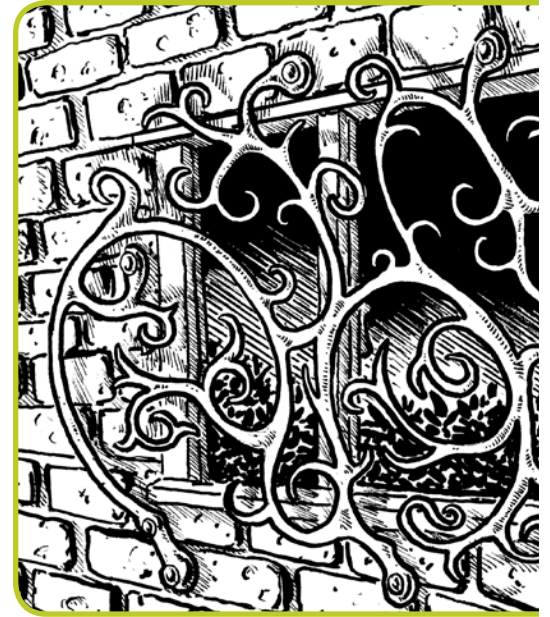
- 7.7 Counter-balance illuminated signs with natural materials and appropriate framing.

## 8.0 Public Art

- 8.1 Incorporate quality public art that:
- Is located strategically to enhance the visual environment and provide interactive and interpretive experiences;
  - Is complimentary and architecturally enhancing when related to a specific building.

## 9.0 Tower Design

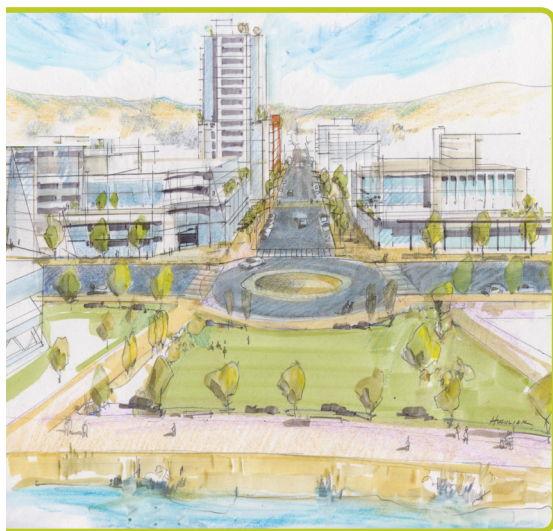
- 9.1 Design towers that are sited, shaped, and oriented along their longest axis in order to enhance the views to and through the skyline;
- 9.2 Incorporate tower forms and the upper portions of buildings as integral yet distinct elements of the overall building design. Tower tops are encouraged to have trellising and roof projections that are fundamental expressions of the building structure and contain substantial landscaping;
- 9.3 Evaluate tower buildings with respect to their compatibility with surrounding structures and contribution to the general skyline. Tower design should contemplate:
- Colour, reflectivity, shape, materials, detailing, and ease of maintenance;
  - Generally, lighter-coloured buildings are preferred;
- 9.4 Incorporate architecture that expresses a slender verticality, particularly in its upper elements. Design buildings greater than ten floors that are tall, slender towers rather than bulkier towers of the same floor space ratio;
- 9.5 Design new buildings to take into account microclimatic effects, including shading of adjacent areas (i.e., reduce the casting of long shadows on high volume pedestrian areas) and wind tunneling;
- 9.6 Integrate new developments with the established urban pattern through siting and building design by utilizing transitional structures, setbacks, landscaping, etc.;
- 9.7 Enhance large, flat expanses of roof (whether actively used or not) with texture, colour, and/or landscaping where visible from above or adjacent properties;
- 9.8 Enhance towers with elements such as gazebos, trellises, and pergolas providing visual interest and usability of rooftop spaces;
- 9.9 Incorporate balconies into building design as outdoor rooms rather than as appendages to a building's mass. Recess balconies a minimum depth of 1m within the adjoining building face;
- 9.10 Design podiums to provide an animated pedestrian environment with the use of street wall massing, articulation, and overall design. Podiums should highlight their active uses and disguise any parking or ancillary uses.



*8.0 - Example of public art incorporated into building design*

**“Incorporate quality public art that ... enhances the visual environment and provides interactive and interpretive experiences.”**





## C. CIVIC PRECINCT DESIGN GUIDELINES

### CATEGORY

Section 488. (1) (d) of the *Local Government Act* allows for the establishment of a development permit area for the purposes of revitalization of an area in which a commercial use is permitted.

(A) Revitalization of an area in which a commercial use is permitted.

### PROPERTIES AFFECTED AND APPLICATION

Unless exempted (see Exemptions Section below) a development permit addressing design guidelines must be approved for all properties that are currently, or become zoned for multiple-unit residential, commercial, institutional, or comprehensive development located within the Civic Precinct Development Permit Area as shown on Map 5.8 (Development Permit Areas Map) before:

- Construction of, addition to, or alteration of a building or structure.

Issuance of a general development permit for the site layout of a comprehensive development project does not absolve applicants from the requirement for subsequent development permit(s) to address the form and character of individual buildings or environmental / hazardous conditions within the project site.

The Civic Precinct Design Guidelines will be the sole urban design development permit guidelines for the area within the Civic Precinct Development Permit Area as shown on Map 5.8.

### JUSTIFICATION

The Civic Precinct Plan Area is a distinct and high-profile area within the Downtown that has a range of unique features that must be respected and incorporated in future revitalization efforts. The low-rise character along Water Street and Doyle Avenue will require sensitive building design at key parcels. The mixed-use development identified for vacant and underutilized parcels along Ellis Street, Doyle Avenue and Cawston Avenue will require built form and character that reflects the public prominence of the area and will establish the high-quality level of design envisioned for the area. Also, the close proximity to the waterfront and major public open space attracts significant pedestrian traffic, requiring public realm and building designs that enhance the experience of pedestrians. Another strength of the area is the Art Walk, which is poised to become a continuous public pathway, connecting future public spaces and key cultural and civic buildings throughout as revitalization occurs.

### Objectives

- Enhance the aesthetic quality and sense of place through high-quality architecture and urban design, reflecting the high visibility of the area as the civic and cultural heart of Kelowna.
- Revitalize civic and institutional lands through landmark buildings that prioritize architectural excellence and integration of public space to provide a high level of amenity, comfort and safety for pedestrians.
- Revitalize areas identified for mixed-use through human-scale design

of buildings, sidewalks and public spaces that increase vibrancy and strengthen the Downtown as the live-work community envisioned by the Plan.

## EXEMPTIONS

### A DEVELOPMENT PERMIT WILL NOT BE REQUIRED FOR:

- An addition or alteration to an existing principal building which will not be visible from an existing or future: adjacent public road right-of-way, art walk, adjacent park, or adjacent residential, provided that the proposal requires no variance(s) from the Zoning Bylaw, and further, requires no approval from the appropriate provincial ministry or agency; or
- Replacement, alteration or addition to a building such as new siding, roofing, doors, building trim, awnings, and/or windows where it does not negatively impact the overall form and character of the building and would not impact the existing landscape or access provisions; or
- Interior renovations; or
- Replacement of a building that has been destroyed by natural causes, in cases where the replacement building is identical to the original in both form and character;

## GUIDELINES

This section of the Design Guidelines describes the general design considerations that shall apply to the entire Civic Precinct.

### 1.0 General Design Guidelines

#### 1.1 Civic Precinct Character

##### 1.1.1 Building Heights, Articulation and Design Quality

Ensure streetwall height is proportional (0.75:1 maximum ) to the width of the right-of-way. The Civic Precinct shall be characterized by a range of building heights, materials, streetwall heights and building setbacks, depending on site locations. The following guidelines address building heights, materials, streetwall, setbacks, alignment and tower articulation:

#### Building Heights

- Taller buildings should generally be located towards the east part of the Civic Precinct, with building heights stepping down towards the west part of the Civic Precinct facing the lake, in order to integrate with the surrounding lower urban scale along the lakefront, and to optimize views towards the lake from all east-west street ends and from taller buildings further to the east.
- Maximum building heights shall be consistent with the Building Heights Plan (Civic Precinct Plan Building Heights Plan)

### Massing and Scale

- Buildings within the Civic Precinct must demonstrate a strong relationship to the public realm (streets and public spaces).
- Building designs should relate to its context and convey a high-degree of human scale. Human scale is defined as the articulation and expression of a building in a manner that relates to the dimensions of the human form.

### Materials

- Finish buildings with exterior building materials that are natural, indigenous, durable and appropriate to the character of the development. Recommended building materials include brick, stone, wood and heavy timber, clear glass, metal, composite cement board, and finished in-situ concrete and modular concrete.
- Stucco and stucco-like finishes shall not be used as a principal exterior wall material. Also, exposed concrete and metal should be used only sparingly.
- Prohibited building materials include vinyl siding, plastic, unpainted or unstained wood, including pressure treated wood, and concrete block.

### Streetwall

- Buildings fronting onto Ellis Street should incorporate a streetwall podium height of at least one (1) floor (max. 20 ft.) at or near the property line, to emphasize the pedestrian-oriented retail character of this street. The streetwall podium may extend to up to three (3) floors. Any additional height should be stepped back above the third floor.
- Buildings may require a setback from the property line to establish a consistent pedestrian zone and space for street trees on both sides of Ellis Street.
- Buildings fronting onto other streets (besides Ellis Street) within the Civic Precinct may incorporate a streetwall height of up to four (4) floors (max. 50 ft.) Any additional height should be stepped back above the fourth floor.

### Grade Levels

- Where buildings include ground floor residential units (e.g. townhouses) fronting directly onto public streets, the ground floor grade level should be raised above the adjacent sidewalk elevation by at least 0.6 m (2 ft.) to create a clear separation between public and private space.
- Where buildings include ground floor retail uses fronting directly onto public streets, the ground floor grade level should be located at the



*1.1.1 - Example of a streetwall*

6. The term 'streetwall' refers to that portion of a building elevation that faces an adjacent street at the lower levels, and helps define and frame the public realm of the street

same elevation as the adjacent sidewalk elevation to facilitate easy movement between the public sidewalk and private retail space. For sites where this is not practical (e.g. sloping grades), the adjacent ground floor elevation should be set as close as possible to the adjacent average sidewalk elevation.

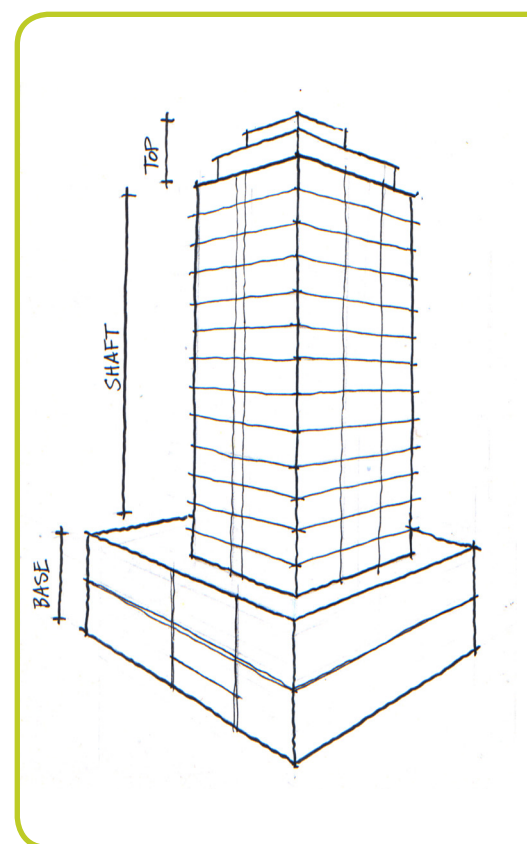
- Building entrances should be easy to identify from the street for both motorists and pedestrians and should present a welcoming face to the public realms through attention to spatial proportions, materials, lighting, etc.

#### Building Alignment

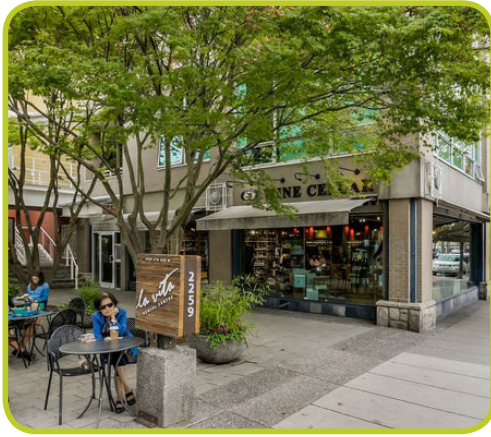
- Buildings should be carefully sited and aligned along any given street such that the aggregate of such adjacent buildings contributes towards a consistent streetwall and built form alignment.

#### Tower Articulation

- Taller towers should clearly express, through architectural articulation, step backs and/or changes in materials, a 'base, middle and top' architectural expression, in which the building base (or podium) is defined separately from the building shaft above, and the top portion of the building is again defined separately from the building shaft below.
- Cornices and other architectural elements and/or treatments along the top of a building face should not predominate the composition of the building façade or portion thereof and a continuous, uninterrupted roofline across any public street elevation should be avoided.
- The upper portion of taller tower buildings (above six (6) stories) should be reduced in floorplate area and step back from the front and rear property lines. Limit the floorplate area of upper storeys (above six (6) stories) of taller residential tower buildings to a maximum of 676 m<sup>2</sup>.



*1.1.1- Example of Tower Structure*



1.1.2 - Mid-block courtyard at the “Capers Building”, Vancouver

### 1.1.2 Street Grain and Permeability

- Encourage pedestrian routes through sites to break up longer blocks.
- Ensure buildings help to positively define the public realm with strong streetwall edges that either come out to the property line or form a consistent setback along the street.
- The maximum uninterrupted horizontal dimension of a primary (street-fronting) wall of any single building base shall be no more than 30m.
- If the primary (street-fronting) wall is longer than this, it shall be interrupted with an entry setback, courtyard or patio, to break up the overall length of the streetwall.

## 1.2 Building Orientation, Siting, Setbacks, Separation, Views

### 1.2.1 Building Orientation

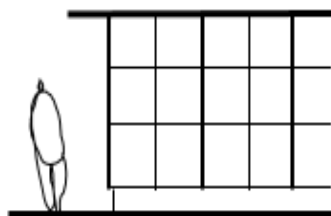
- Buildings should be oriented and sited to capture and optimize both public and private views of the lake.
- Buildings (and particularly upper tower levels) shall be oriented with the longer dimension east-west (not north-south), to maintain maximum distance between adjacent buildings/towers.
- Buildings shall be oriented to encourage passive solar heat gain and improve energy performance to maximize passive solar winter heat gain.

### 1.2.2 Street/Building Interface

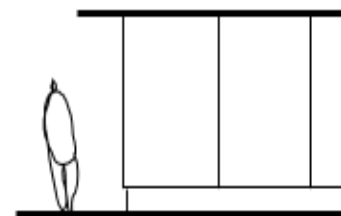
- Buildings should create a positive, permeable interface between the adjacent public street and the ground floor. This interface should facilitate pedestrian visibility and movement between the public realm and the adjacent building.
- The design of principal or secondary elevation shall provide visual interest. Changes in materials, use of reveals, and other techniques should be used to subdivide any extended exterior wall areas that are without glazing.
- Design active facades that incorporate windows and doors on at least 75% of a building’s frontage.
- Incorporate a high level of transparency (non-reflective and non-tinted) on a minimum of 75% of the first floor elevation.



1.2.2 - A “permeable” building interface



1.2.2 - Elevational pattern provides scale and visual interest.



1.2.2 - Elevational pattern with weak scale and interest.

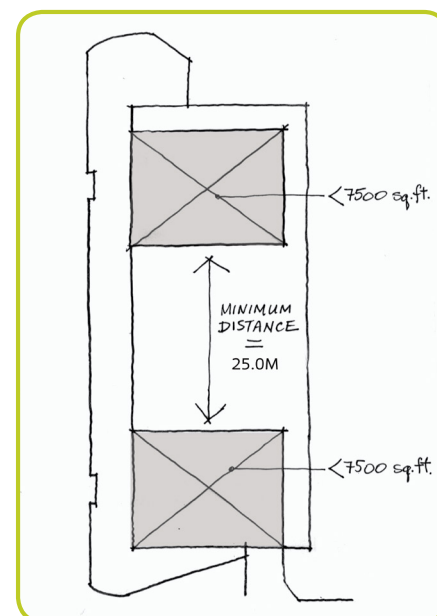


### 1.2.3 Views

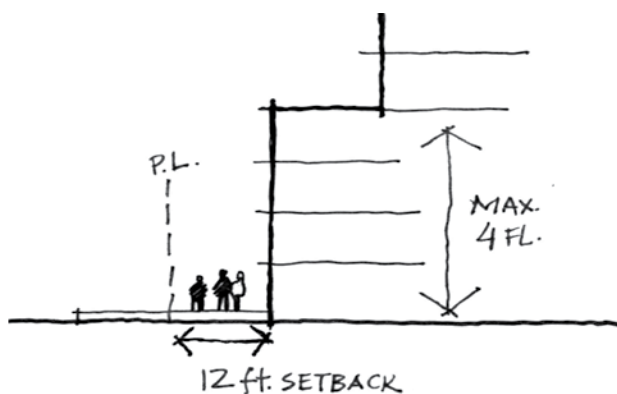
- Protect views towards the lake between adjacent taller buildings by maintaining optimum separation distance between such adjacent buildings and by siting buildings further to the east so as to optimize views between such adjacent buildings (see 1.2.3).

### 1.2.4 Setbacks

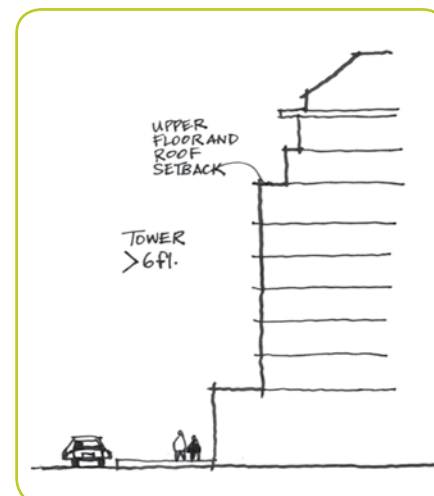
- Buildings should be set back from property lines to accommodate street trees and landscaping (e.g. Water Street), where such street trees cannot be accommodated within the street right of way due to use conflicts or lack of available space.
- Buildings fronting public streets should typically be set back above the second or third floor to optimize sunlight penetration onto the adjacent and opposite sidewalks.
- Wherever possible, building design should step back to provide vertical separation between different stacked uses (such as upper floor residential over retail)



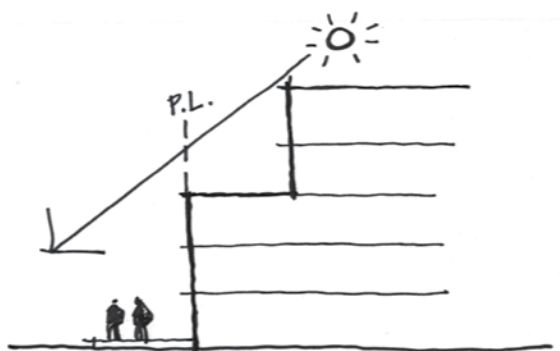
1.2.3 - At least 25.0 m is needed between adjacent towers



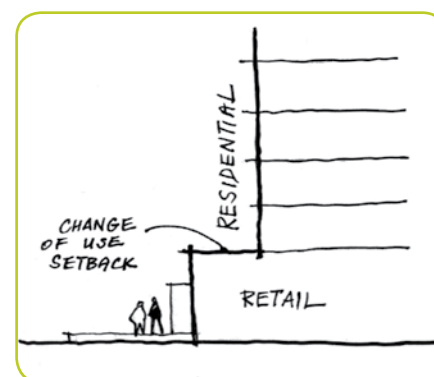
1.2.4 - Building setback



1.2.4 - Upper floor setback



1.2.4 - Upper floors of building step back to optimize sunlight exposure



1.2.4 - Setbacks help differentiate uses within a building

### 1.2.5 Signage

- Box signs are strongly discouraged.
- Incorporate concise messaging and simple graphics into signage. Corporate and store logos are appropriate only if they form part of an overall sign design, and are suitably scaled to the facade composition.

## 1.3 Vehicle Access, Circulation and Parking

### 1.3.1 Vehicular Access & Circulation

- Access to on-site (above grade) parking, loading docks and garbage/recycling services shall be from rear/side lanes or driveways wherever feasible. Access to on-site parking and/or loading shall only be permitted directly from a street where no rear/side lane or driveway access is possible.
- All mechanical equipment and utility services open to view from a public street and public space should be screened in a manner consistent with the visual characteristics of the building.

### 1.3.2 Parking and Loading Access

- Provide Access to off-street parking from rear/ side lanes or private driveways.
- Where parking and/or loading access must be from streets it shall be unobtrusive and deeply recessed, screened, or incorporated into the building in a manner that contributes to the attractiveness of the streetscape.
- Parking garage entrances or ramps shall be recessed and/or screened from the street to minimize the visual impact.
- No off-street parking garage access shall be permitted directly from Water Street (except for the existing access driveway into the Prospera Place parking lot north of Cawston Avenue).

### 1.3.3 Structured Parking

The following guidelines are provided to address on site parking.

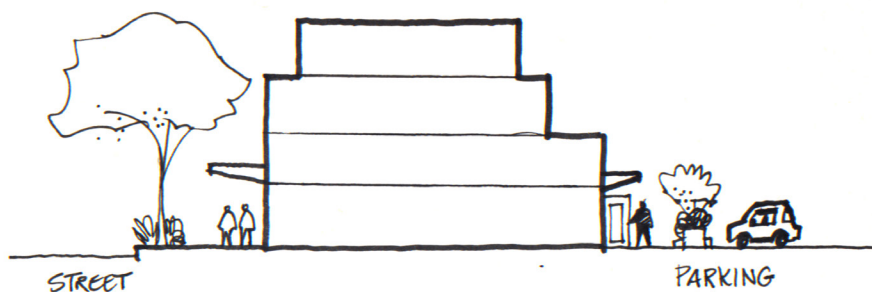
- All above grade parking structures shall be screened from the adjacent street and sidewalk.
- The first two to three floors of parking structures shall be screened from the adjacent public street by being set back from the property line and the insertion of compatible uses such as retail, residential or civic/cultural space between any such parking and the adjacent street. In no case shall a ground level parking structure be completely exposed to the adjacent public street/sidewalk/public space.
- Encourage screening of upper parking levels (above ground floor) with similar compatible uses as retail, residential or civic/cultural spaces, or through the use of vertical landscape screening devices (e.g. living green walls, etc.)
- Site planning should not program any on-site surface parking in front



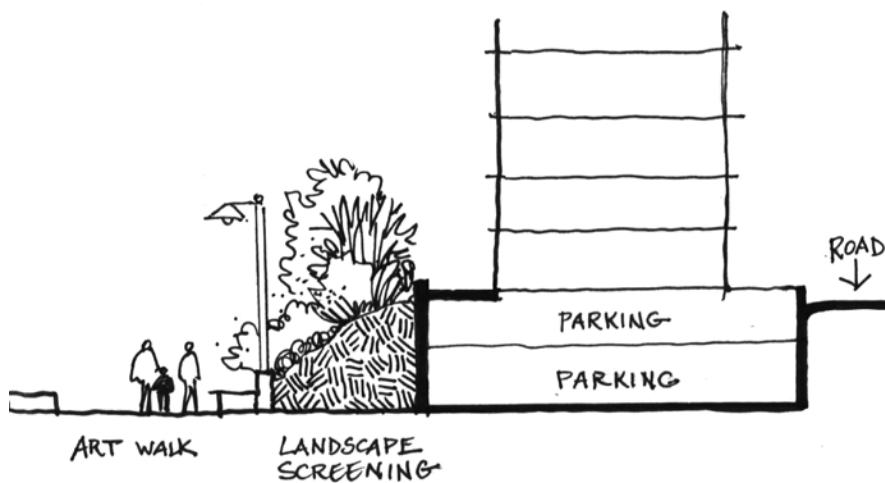
*1.3.3 - Underground parking access*



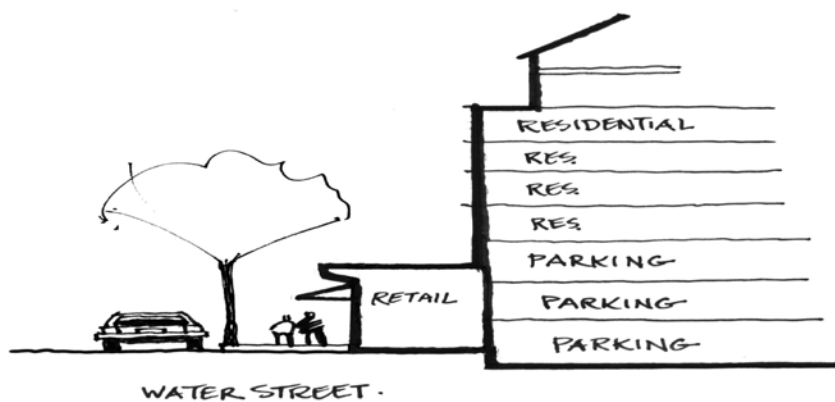
of a building between the front façade and the street. Any on-site surface parking shall be located at the rear or side of the building, and appropriately screened.



1.3.3 - Surface parking at rear of building



1.3.3 - Ground floor parking screened by planted berm



1.3.3 - Ground floor parking screened by retail



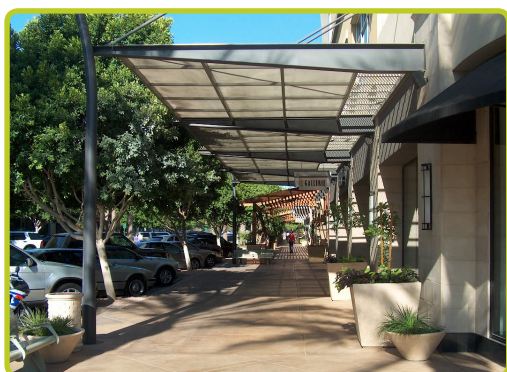
*1.5 - Street trees shape space, provide protection from the elements, and create habitat and beauty*

#### 1.4 Weather Protection

- Encourage continuous weather protection for pedestrians on all retail street frontages in the Civic Precinct (e.g. Ellis Street).

#### 1.5 Landscaping/Street Trees

- Street trees shall be required on all streets within the Civic Precinct.
- Street trees shall be regularly spaced on all streets, with an optimum maximum spacing of 25 ft. (7.6m). Where other site conditions (e.g. driveways, bus stops, poles, utility infrastructure, etc.) do not permit this spacing, trees shall be planted as closely as possible to this spacing standard.
- Street trees shall typically be planted in the service zone of the sidewalk immediately behind the adjacent curb to provide solar shading.
- Where there is insufficient width within the existing street right-of-way and sidewalk to accommodate street trees, new developments should be set back from the property line to accommodate street trees and landscaping (for example along Water and Ellis Streets) (see Section 1.2.4).
- Public pathways, outdoor public spaces and gathering areas shall include a robust level of tree canopy at strategic locations to enhance the public realm experience and provide seasonal weather protection/relief
- Landscaping plans shall reflect climate-appropriate species that are most likely to thrive in a highly urbanized, dry and hot environment.



*1.4 - Continuous weather protection*



*1.5 - Street trees and landscaping for rainwater infiltration*



## 1.6 Privacy

- Encourage the separation and screening of all outdoor private spaces, stoops, porches, patios, balconies, yards, etc. through the use of evergreen hedges and/or walls/screens constructed of materials such as brick masonry, stone, concrete, frosted glass or stainless steel.
- Design adjacent infill tower residential units with windows that avoid looking directly into an adjacent tower's residential units. Offset opposing unit windows.
- Where a residential tower is proposed to be stepped back with private terraces, minimize overlooking from one unit to another below, through the use of screen walls, setbacks from terrace edges, landscaping, etc.

## 1.7 Safety

- The design of the exterior spaces around the site and building will follow established CPTED techniques to achieve the goal of safe urban spaces. The building perimeter, site parking, landscaping, fencing, screening and lighting both on and away from the building shall be in accordance with the City of Kelowna Crime Prevention Through Environmental Design Guidelines. Final design solutions will require the review and approval of the City's Community Planning Department.<sup>7</sup>

## 2.0 General Design Guidelines

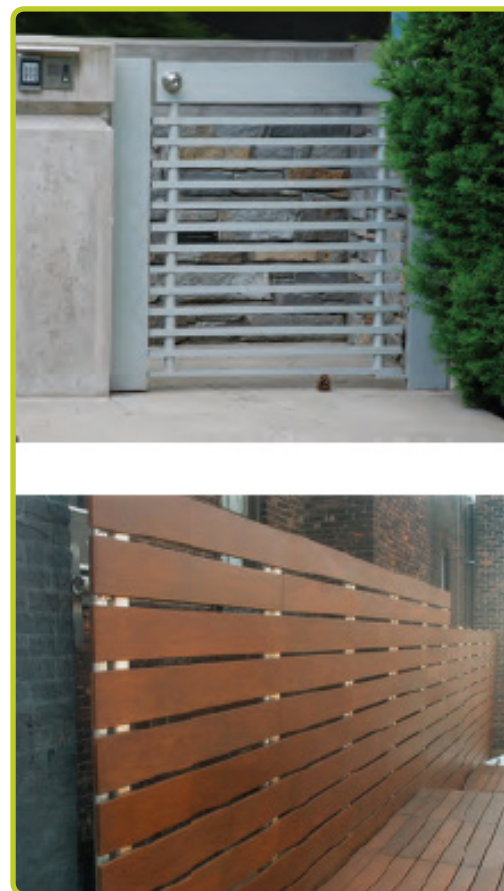
The following design guidelines apply to specific development sites within the Civic Precinct.

### 2.1 Streetscape & Public Realm

#### 2.1.1 Civic Plaza

The Civic Precinct Plan proposes a new Civic Plaza where Smith Avenue intersects with the extended Art Walk. A detailed design will be developed for this space. The following general design guidelines are provided to guide redevelopments adjacent to the Civic Plaza.

- The Civic Plaza should have active edges defined by new buildings with public or commercial retail uses. Specifically, the proposed new Performing Arts Centre (on the Kelowna Community Theatre site) and new mixed-use building (on the former RCMP site) should both be oriented and designed to open onto the plaza.
- The Civic Plaza should be designed as a primarily hard-surfaced space that can be programed to accommodate a multitude of uses and events.
- The Civic Plaza should be designed to work with, and accommodate, the grade change between its (lower) western edge and its (higher) eastern edge in a seamless way that permits easy and universal pedestrian access.



*1.6 - Examples of well designed fences*

*7. CPTED Crime Prevention Through Environmental Design (CPTED) is defined as a multi-disciplinary approach to deterring criminal behaviour through environmental design.*



*2.1.1 - Civic Plaza looking east on Smith Avenue*



*2.1.2 - An active pedestrian walkway*

- The Civic Plaza should be designed to work as an integrated expansion of the Art Walk, linking the existing Art Walk in the north to the proposed extension of the Art Walk in the south using common surface materials, lighting, landscaping, furniture and signage, etc.
- The Civic Plaza should be designed as a well-lit, safe, high quality, flexible-use space with durable, long-lasting materials.

The artist's rendering illustrate some of the general design ideas outlined above for this new public pedestrian-oriented space.

### 2.1.2 Art Walk

The Art Walk shall extend southward to Doyle Avenue (Phase 1) and Queensway (Phase 2), and be upgraded northward to Water Street/Clement Avenue (Phase 3), forming a pedestrian spine for the Civic Precinct following a schematic design. The following guidelines are provided to guide redevelopment adjacent to the Art Walk.

- The schematic design of the Art Walk extension should relate to and be generally consistent with the existing Art Walk, in terms of its minimum width, materials, lighting, furniture, colour scheme, and other features.
- The Art Walk extension should include trees along its full length, as indicated in the Illustrative Concept Plan.
- Where the Art Walk crosses intersecting streets (e.g. Cawston and Doyle



*2.1.2 - Art Walk Looking North from Doyle Avenue*



Avenues), the crosswalks should be upgraded/designed to signal the priority of north-south pedestrian traffic over east-west vehicular traffic.

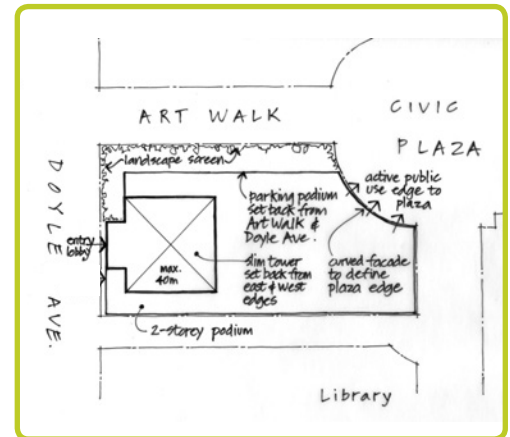
- The edges of new developments on either side of the Art Walk should, wherever possible, be aligned to create a strong, consistent built form edge that is complementary to the Art Walk.
- New developments fronting onto the Art Walk should have active uses facing the Art Walk such as residential, cultural production, community uses or commercial)
- The Art Walk should be designed as a pedestrian space, with no vehicular access (other than for emergency vehicles).

## 2.2 Specific Development Sites

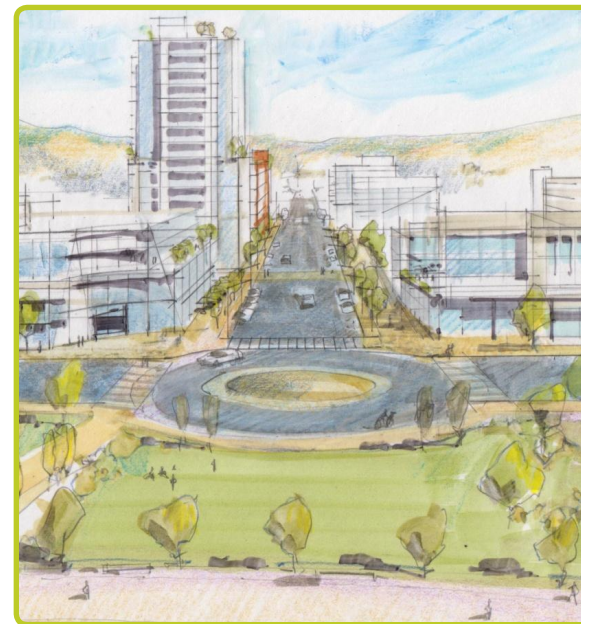
### 2.2.1 Former RCMP Site on Doyle Avenue

The Civic Precinct Plan envisages this site being developed with a mixed-use project that may include both public (civic) and private (residential) uses. The public use may include a community/recreation centre, subject to further planning by the City of Kelowna. The following design guidelines shall guide the redevelopment of this site.

- Parking shall be provided on site in an underground parking garage or within a parking podium structure, which shall be accessed from the lane off of Doyle Ave.
- The parking podium shall be set back from the edge of the Art Walk and appropriately screened with an active use along this edge.
- The building's podium shall include an active public use edge defining the new Civic Plaza at the north end. This use could be either civic or commercial/ retail use, including the entrance to a possible new Community Centre on site. (see Section 2.1.4)
- The footprint of the proposed building should follow the Schematic Design for the Civic Plaza and ArtWalk.
- The upper levels of the building (above the podium) shall be a slim tower form and shall step back from the east and west edges of the podium.
- The maximum building height for this site shall be 40.0 m or 15 storeys (including a 2-storey parking podium (i.e. a 2-storey podium plus 13



2.2.1 - Conceptual site plan guidelines for RCMP site

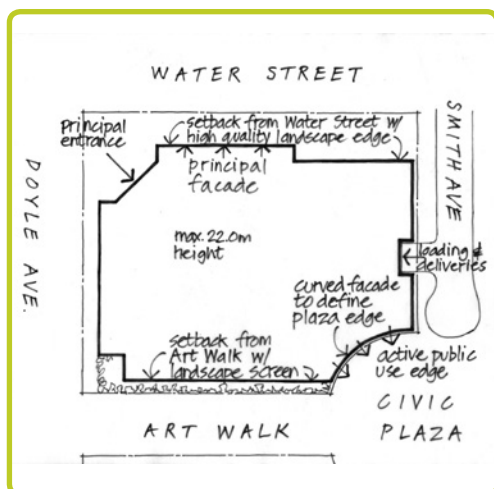


2.2.1 - Rendering illustrating how the RCMP site could be developed to establish a more pedestrian friendly Doyle Ave

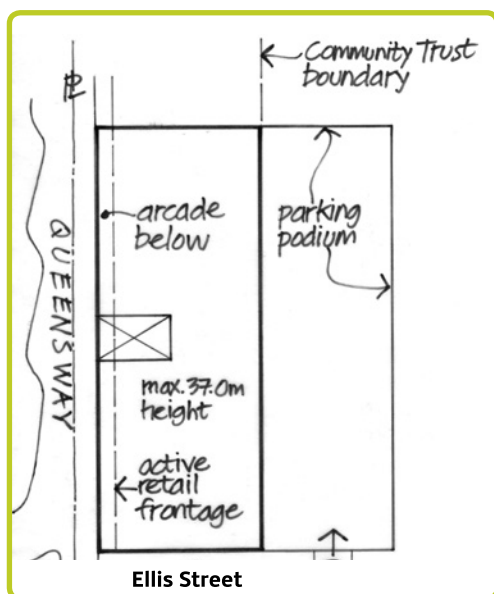


2.2.1 - Doyle Avenue Artist's Rendering





2.2.2 - Conceptual site plan guidelines for KCT/PAC site



2.2.3 - Conceptual site plan for Queensway site

### 2.2.2 KCT/PAC Site

The Civic Precinct Plan envisages this site being developed with a new Performing Arts Centre (PAC). The following design guidelines shall guide the redevelopment of this site.

- Majority of parking shall be provided off-site in a shared civic parking facility, with a modest amount of parking to be provided on-site.
- Loading and deliveries shall be accessed from Smith Avenue.
- The principal public entrance to the PAC shall be at or near the corner of Water Street and Doyle Avenue, with the principal façade of the facility facing Water Street.
- The PAC shall be set back from the Water Street property line, to allow for a high quality landscaped edge along this street.
- The PAC shall be set back from the edge of the Art Walk and appropriately screened with an active use along this edge.
- The building shall include an active public use edge defining the new Civic Plaza at the northeast corner of the site. This use could be either a secondary public entrance to the PAC or perhaps a restaurant/lobby bar/amenity. (see Section 2.2.2)
- The footprint of the proposed new building should follow the Schematic Design for the Civic Plaza.
- The maximum building height for this site shall be 22.0 m.

### 2.2.3 Queensway Site

The Civic Precinct Plan envisages this site being developed with a mixed-use project that could include retail and residential uses.

- Parking shall be provided on-site within a two-level parking podium structure, which shall be accessed from Ellis Street and screened from Queensway Ave with other uses.
- The ground floor facing Queensway shall include active retail uses. The upper floors should include residential uses (i.e. affordable housing).
- The ground floor facing Queensway shall incorporate a recessed arcade that allows the building above to come out to the existing street edge (curb), while also permitting the sidewalk to continue across the site between the bus loop and the adjacent retail uses. The ability to extend the building out to the Queensway Ave edge curb is critical to ensure that the proposed residential building above the ground floor has sufficient depth, while not extending northwards into the Community Trust lands
- The maximum building height for this site shall be 37.0 m.

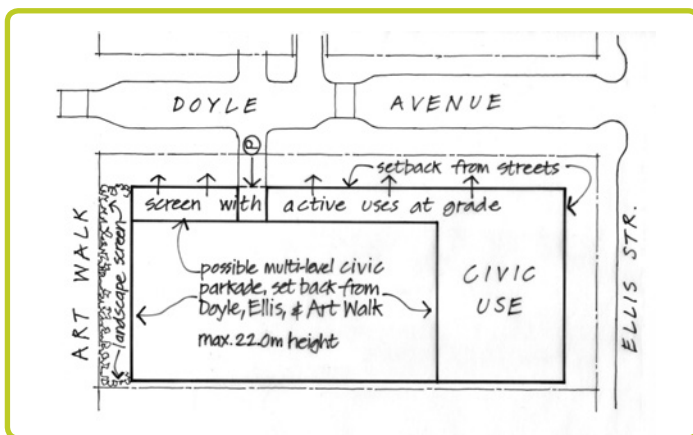
### 2.2.4 Memorial Arena Site

The Civic Precinct Plan envisages this site being reserved for future civic uses. The following design guidelines shall guide the redevelopment of this site.

- This site could be the preferred location for a multilevel civic parking

structure that serves a number of adjacent sites reserved for civic uses, including the PAC site, City Hall site, City Hall parking lot site.

- Any such parking structure could occupy a portion of the site, but should be set back from both Ellis St and Doyle Ave property lines.
- Any above-grade parking structure shall be screened from both Ellis Street and Doyle Ave, either with other uses (e.g. civic / institutional as per 'Community Trust' conditions.) or landscaping, or a combination of both.
- New development on this site shall be set back from the edge of the Art Walk and appropriately screened with an active use.
- New development on this site shall be designed to present active uses at grade along Doyle Avenue and to help define this street as an active, vibrant, safe pedestrian corridor.
- The maximum building height for this site shall be 22.0 m.



*2.2.4 - Conceptual site plan guidelines for the Memorial Arena site*

### 2.2.5 1321 Ellis Street

The Civic Precinct Plan envisages this site being redeveloped with a mixed-use project fronting Ellis Street and an active arts and cultural use fronting the art walk. Any mixed-use redevelopment of the site should support cultural objectives of the area and enhance the visibility of arts and cultural production in the Civic Precinct.

- Upper floors of development could include residential uses, provided building design, floorplate and setbacks limit the visual impact on the Art Walk or Laurel Courtyard
- Any redevelopment of the site should have an active ground floor use fronting the Art Walk and the Laurel Courtyard that supports Cultural District objectives, including production space, as expressed in the Cultural Plan
- Vehicle access and building service requirements should be accessed from the southern edge of the lot
- Any redevelopment should expand and maximize public pedestrian connections to the Art Walk from Ellis Street.



*1.0 Articulation and architectural detailing increase visual interest*

**“Preserve and enhance the scale and character of individual neighbourhoods and streetscapes.”**

## **D. INTENSIVE RESIDENTIAL - CARRIAGE HOUSE / TWO DWELLING HOUSING DESIGN GUIDELINES**

### **CATEGORY**

Section 919.1(1)(e) of the *Local Government Act* allows for the establishment of objectives for the form and character of intensive residential development.

### **PROPERTIES AFFECTED**

Unless exempted (see Exemptions Section below) a development permit addressing design guidelines (see Guidelines Section below) must be approved for all properties that are currently, or become, zoned for carriage house, boarding or lodging house, or two dwelling housing uses before:

- Construction of, addition to, or alteration of a building or structure.

A two dwelling project that requires an Intensive Residential - Hillside DP does not require an Intensive Residential - Carriage House / Two Dwelling Housing DP.

### **JUSTIFICATION**

Secondary suite and two dwelling housing is a form of intensive residential development and subject to Design Guidelines to help ensure that the form and character, siting, and landscaping of new and infill housing creates a lasting, quality addition to the neighbourhood.

### **OBJECTIVES**

- Preserve and enhance the scale and character of individual neighbourhoods and streetscapes;
- Ensure compatibility with existing dwellings on a lot or with surrounding properties;
- Promote a high standard of design, construction and landscaping;
- Encourage building and landscape designs that promote privacy, safety, and accessibility;
- Contribute to the creation of pedestrian oriented streets;
- Design for livability.

### **EXEMPTIONS**

A Development Permit will not be required if the development consists of the following:

- Interior/exterior building alterations that do not involve the addition of a new dwelling unit; or
- Construction of a single detached house without a secondary suite where a single detached house does not already exist on the same property; or
- The addition of a second dwelling within a principal dwelling, provided construction of the new dwelling unit does not require a physical addition to the building; or

- The addition of a second dwelling attached to a principal dwelling, provided construction of the new addition does not exceed 30 sq. m (323 sq. ft); or
- An alteration to a building that does not require the issuance of a building permit; or
- Construction, addition or alteration not to exceed 30 sq. m (323 sq. ft) for a single storey accessory structure (4.5 m in height) is proposed and where no variance(s) of the Zoning Bylaw are required; or
- Construction, addition or alteration not to exceed 45 sq. m (484 sq. ft) for a single storey building (4.5 m in height) where the building is non-habitable space and where no variance(s) of the Zoning Bylaw are required; or
- Replacement of a building that has been destroyed by natural causes, in cases where the replacement building is identical to the original in both form and location; or
- Replacement, alteration or addition to a building such as new siding, roofing, doors, building trim, and/or windows where it does not impact the overall form and character of the building and would not impact the existing landscape or access provisions, or
- A technical subdivision for lot consolidation or road widening; or
- Stratification of a semi-detached or duplex dwelling; or
- A1s – Agriculture 1 with secondary suite properties except those lots subject to Section 1.7.1 of the Kelowna Zoning Bylaw No. 8000.



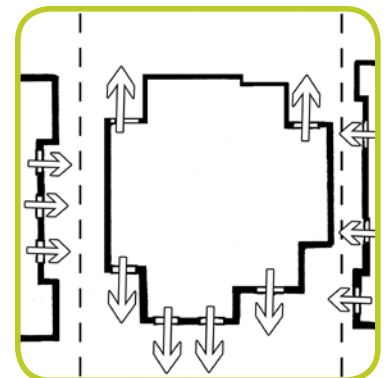
*1.3 Entrances are the dominant element facing the street*

The following guidelines may be applied when setting Development Permit conditions:

## GUIDELINES

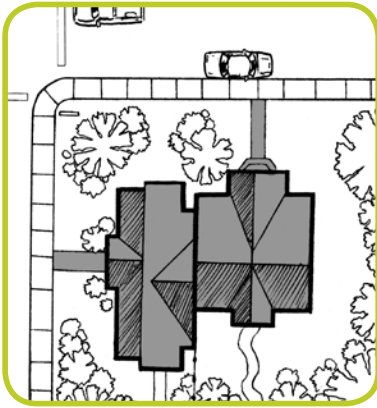
### 1.0 General Considerations

- 1.1 Design projects to reflect the character of the neighbourhood and the principal dwelling if applicable through similar architectural and landscaping themes (i.e. respecting building setbacks, height, massing, scale, articulated rooflines, building materials, etc.);
- 1.2 Incorporate a high quality of design and architectural details to all street facing elevations;
- 1.3 Avoid flat, monotonous faces with entrances as a dominant feature facing the street;
- 1.4 Design entrances to be directly accessed and visible from the street and/or lane;
- 1.5 Respect the privacy of adjacent properties through appropriate placement of windows, location of decks, and any other feature that may infringe upon the privacy of a neighbouring residence;
- 1.6 Enhance interior daylighting without creating overlook into adjacent properties (i.e., incorporate skylights, clerestory windows, or obscured glazing);



*1.5 - Appropriate window and balcony placement maximizes privacy*





*2.1 - Corner lot, frontage to each street*



*2.1 - Double fronting lot, frontage to each street*



*2.2 - Illustrative example of a landscape*

- 1.7 Design with consideration given to the relationship between window size and placement and scale of building faces, projections, and dormers. Dormers and building faces should not be windowless;
- 1.8 Locate buildings to minimize the amount of shadow cast onto the private open space of adjacent properties;
- 1.9 Maximize the amount of usable private outdoor space for each dwelling unit;
- 1.10 Retain existing, healthy, mature trees and vegetation both on site and adjacent to the street (including those with special character or historical and cultural significance);
- 1.11 Landscape front yards utilizing native plants that are drought tolerant;
- 1.12 Use fences, hedges and landscaping to help screen views of private open spaces on adjacent residential properties;
- 1.13 Use fencing material consistent with those on abutting properties;
- 1.14 Incorporate the strategic placement of lighting to ensure residents' safety using lighting materials that minimize spill-over light pollution;
- 1.15 Locate parking and garages within the rear yard with direct access from the lane. On properties which do not abut a lane, locate parking within the rear yard with driveway access from the street;
- 1.16 Minimize the amount of impervious paved surfaces (i.e., share driveways between two dwellings or between the principal dwelling and secondary suite or use pervious paving materials such as grasscrete);
- 1.17 Place gas, electrical or mechanical equipment so that they are not visible from the street.

## 2.0 Two Dwelling Housing (Detached) and Detached Accessory Structures

- 2.1 Design buildings located on a double fronting or corner lot so that there is frontage onto both streets (i.e., entrance to principal dwelling from the front street and the entrance to the second dwelling/secondary suite from the side street or a front to back configuration with the principal dwelling fronting onto one street and the secondary suite fronting onto the other);
- 2.2 Create a "lanescape" whereby the lane becomes the public space or "street" where the second dwelling or secondary suite is located. Incorporate the following:
  - Main entrance located on the lane;
  - upper level massing, primary outlook, front façade treatment directed towards the lane;
  - landscaping along the lane's edge;

- 2.3 Reduce massing next to the backyard of adjacent properties to enhance solar access and limit the sense of scale from adjacent properties (i.e., step back the upper level of the building or incorporate living space within volume of a sloped roof);
- 2.4 Design and finish buildings to complement and enhance the principal dwelling (upgrades to the principal dwelling may be required to achieve visual consistency);
- 2.5 Incorporate variation in roofline, windows and facades to establish the individual character of each building while maintaining a consistent theme.

### 3.0 Duplex Housing

- 3.1 Design duplexes on double fronting or corner lots to “face” both streets (i.e. entrance to one unit from the front street and the entrance to the second unit from the side street or a front to back configuration); Consider alternative configurations to the traditional side by side configuration;
- 3.2 Design as separate units rather than a single large structure through architectural detailing and elements, offsetting units, variations in roof design, height and massing, and building articulation;
- 3.3 Minimize the impact of garages:
  - Occupy no more than 50% of the width of the front façade;
  - Place no more than two garage entrances facing a street;
  - Recess garages a minimum 2.0 metres from the front façade of a building;
  - Locate garage so it does not protrude beyond the front entrance of a unit;
- 3.4 Incorporate the same detailing from the front elevations around to the midpoint of the side elevation or to the nearest articulated element.

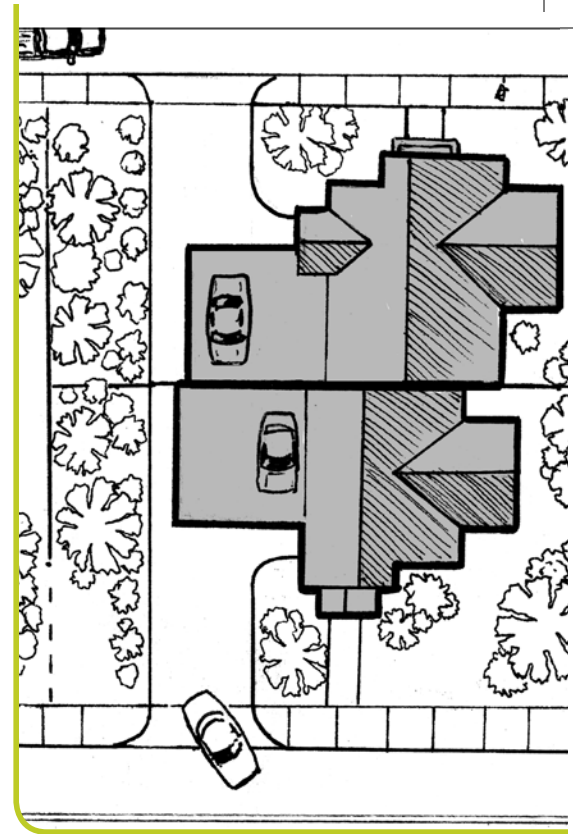
## E. INTENSIVE RESIDENTIAL - CHARACTER NEIGHBOURHOOD DESIGN GUIDELINES

### CATEGORY

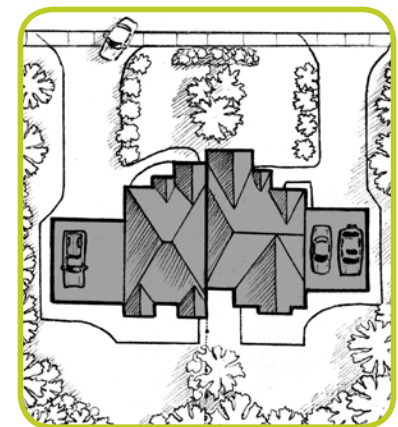
Section 919.1(1)(e) of the *Local Government Act* allows for the establishment of objectives for the form and character of intensive residential development.

### PROPERTIES AFFECTED

Unless exempted (see Exemptions Section below) a development permit addressing design guidelines (see Guidelines Section below) must be approved for all properties that are located within the Character Neighbourhood areas as



3.1 - Alternative to side by side duplex configuration



3.3 - Example of recessed garage



### 1.1 - Consistent architectural pattern

- Consistent massing
- Consistent rooflines

“Ensure compatibility with existing dwellings on a lot or with surrounding properties.”

shown on Map 5.8, before:

- Construction of, addition to, or alteration of a building or structure.

## JUSTIFICATION

Character Neighbourhoods are experiencing intensive residential development pressures due to their centrality and zoning to allow predominantly two units per lot. These areas are therefore subject to Design Guidelines to ensure that the form and character, siting, exterior design and finish of buildings, and landscaping of new and infill housing creates a lasting, quality addition to the area that is representative of the redeeming attributes of the established neighbourhood character.

## OBJECTIVES

- Preserve and enhance the scale and character of individual neighbourhoods and streetscapes;
- Ensure compatibility with existing dwellings on a lot or with surrounding properties;
- Promote a high standard of design, construction and landscaping;
- Encourage building and landscape designs that promote privacy, safety, and accessibility;
- Contribute to the creation of pedestrian oriented streets; and
- Design for livability.

## EXEMPTIONS

A Development Permit will not be required if the development consists of the following:

- Interior renovations; or
- An alteration to a building that does not require the issuance of a building permit; or
- Replacement or alteration to a building such as new siding, roofing, doors, building trim, awnings, and/or windows where it does not impact the overall form and character of the building and would not impact the existing landscape or access provisions; or
- Construction, addition or alteration not to exceed 30 sq. m (323 sq. ft) for a single storey accessory structure (4.5 m in height) is proposed and where no variance(s) of the Zoning Bylaw are required; or
- Construction, addition or alteration not to exceed 45 sq. m (484 sq. ft) for a single storey building (4.5 m in height) where the building is non-habitable space and where no variance(s) of the Zoning Bylaw are required; or
- Replacement of a building that has been destroyed by natural causes, in cases where the replacement building is identical to the original in both form and location; or

- A technical subdivision for lot consolidation or road widening.

The following guidelines may be applied when setting Development Permit conditions:

## GUIDELINES

### 1.0 Site and Context Considerations

- 1.1 Design projects to reflect the established character of the neighbourhood through similar:
  - building spacing
  - setbacks
  - foundation height
  - building height
  - proportion
  - wall to window/door ratio
  - massing
  - scale
  - rooflines
  - building materials
  - landscaping
  - architectural themes/detailing
- 1.2 Design buildings to limit the height difference between adjacent properties (i.e., step back upper floors, slope roofs towards side yards);
- 1.3 Ensure multiple unit residential development is consistent in architectural style with the original development or the dominant style of the block;
- 1.4 Articulate front facades to create depth and architectural interest (i.e., variations in height, detailing and massing);
- 1.5 Incorporate an equal level and quality of design and architectural details on all street facing elevations (corner and double fronting lots);
- 1.6 Maintain and establish front yard setbacks by placing additions and new constructions within 10% of the adjacent or average building setback;
- 1.7 Rear setbacks may vary from the established pattern, to accommodate additions to the building footprint;
- 1.8 Locate developments to minimize the amount of shadow cast onto the private open space of adjacent properties;
- 1.9 Site buildings on the lot to maximize usable and private outdoor space;
- 1.10 All front yards should be landscaped with a variety of trees, shrubs, flower beds or other landscape materials;
- 1.11 Fences, hedges and landscaping should be used to help screen views of private open spaces on adjacent residential properties;
- 1.12 Retain existing, healthy, mature trees and vegetation both on site and adjacent to the street (including those with special character or historical and cultural significance);

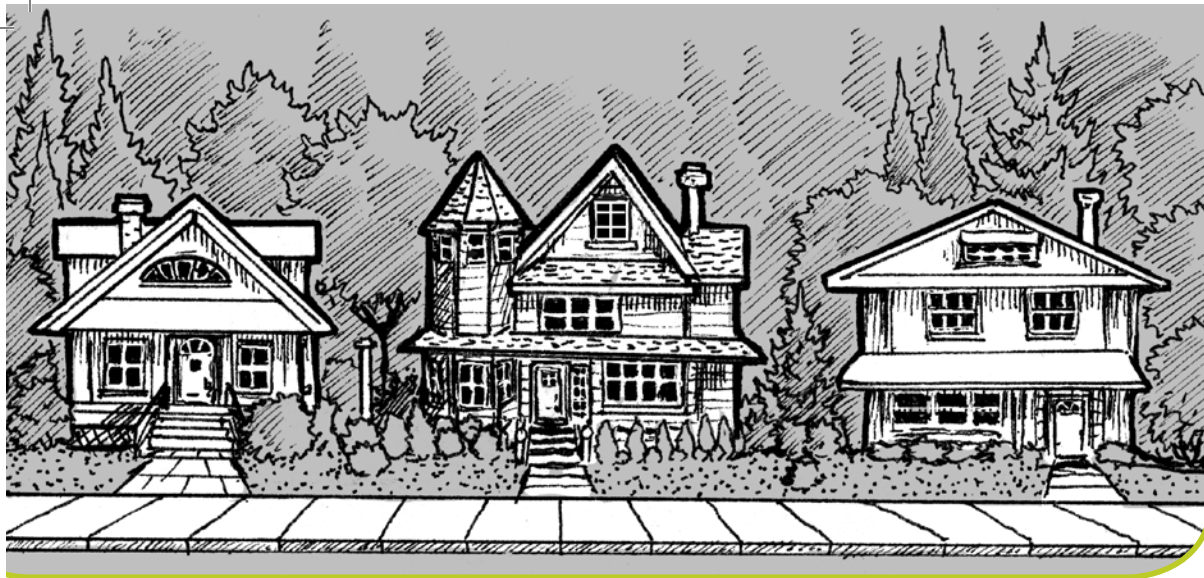


*1.4 - High level of architectural interest*

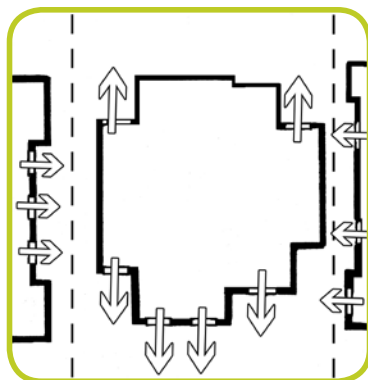


*1.5 - Traditional architectural style*





*1.3 - Multi unit residential complements adjacent single family residence*



*1.13 - Appropriate window and balcony placement maximizes privacy*

- 1.13 Respect the privacy of adjacent properties through appropriate placement of windows, location of decks, and any other feature that may infringe upon the privacy of a neighbouring residence;
- 1.14 Locate parking and garages within the rear yard with direct access from the lane. On properties which do not abut a lane, locate parking within the rear yard with driveway access from the street;
- 1.15 Avoid garages incorporated into buildings at the front of the structure;
- 1.16 Locate garages so they do not protrude beyond the front elevation and where possible, garage entrances should face away from the street;
- 1.17 Minimize the width and area of driveways and impervious surfaces;
- 1.18 Utilize pervious paving materials for driveways and parking areas (i.e., grasscrete or narrow wheel lanes with planting in the middle);
- 1.19 Ensure all parking is screened from public view or contained within the structure.

## 2.0 Form and Character

- 2.1 Maintain and complement established massing of the streetscape (i.e., design buildings with massing setback from the street or utilize architectural treatments to soften the massing);
- 2.2 Massing of accessory buildings should be subordinate to the massing of the principle building;
- 2.3 Maintain the exterior appearance of a single family structure if it is converted to multiple unit housing;
- 2.4 Ensure the same level of architectural detailing continues from the front elevations around to the midpoint of the side elevation or to the nearest articulated element;
- 2.5 Incorporate colours similar to the traditional tones for the building's architectural style;
- 2.6 Incorporate high quality, low maintenance roofing and building materials similar to traditional materials;

- 2.7 Incorporate a mixture of building materials to enhance visual appeal and building design;
- 2.8 Avoid flat, monotonous facades with entry features and porches as the dominant feature facing the street;
- 2.9 Entrances should adhere to the pattern of established architectural style.

## F. INTENSIVE RESIDENTIAL - HILLSIDE DESIGN GUIDELINES

### CATEGORY

Section 919.1(1)(e) of the *Local Government Act* allows for the establishment of objectives for the form and character of intensive residential development.

### PROPERTIES AFFECTED

Unless exempted (see Exemptions Section below) a development permit addressing design guidelines (see Guidelines Section below) must be approved for all properties with a portion of the lot having slopes greater than 20% and thus located within a Hillside Development Permit Areas as shown on Map 5.8, before:

- Construction of, addition to, or alteration of a building or structure; and
- Subdivision of land.

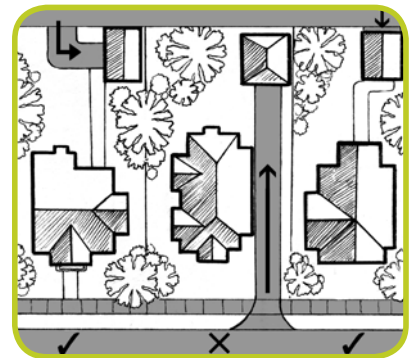
A two dwelling project that requires an Intensive Residential - Hillside DP does not require an Intensive Residential - Secondary Suite / Two Dwelling Housing DP.

### JUSTIFICATION

Many of the remaining undeveloped residential lands in Kelowna are on steep slopes and hillsides. Conventional single family residential developments located on hillsides are typically very disruptive on steep slopes. For this reason, intensive residential development leaving a significant portion of the land in a relatively undisturbed state is endorsed. All development in hillside areas with slopes 20% and greater will be reviewed for form and character to ensure preservation of significant natural features, consideration of visual impacts, and good urban design.

### OBJECTIVES

- Promote development that respects the terrain, vegetation, drainage courses and constraints related to the hillside environment of the site;
- Promote the siting of buildings and designs that are compatible with the steep slope context;
- Minimize visual impact on the hillside through appropriate siting, finishes, materials and colours;
- Preserve the natural, hillside character and avoid scarring;
- Ensure compatibility with existing neighbourhood or streetscape; and
- Promote a high standard of design, construction and landscaping.
- Ensure road design and anticipated use (e.g. parking) provides for a



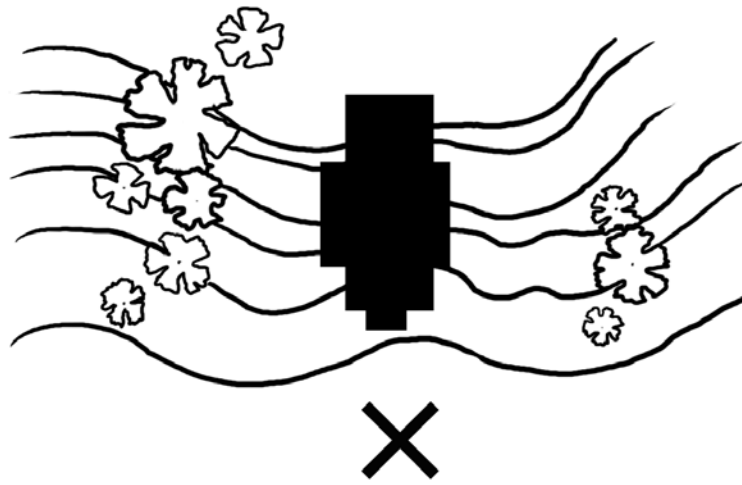
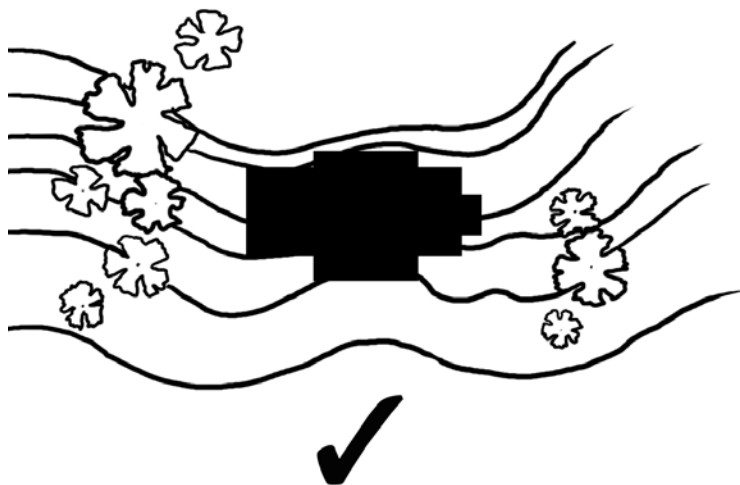
*1.14 - Locate parking and garages within the rear yard with access from the lane*



*2.3 - Conversion to multi unit residential maintains appearance of single family residence*



*2.8 - Highly visible entranceway is the dominate feature facing the street*



*1.1 - Orient buildings to complement the natural topography*

safe environment and ease of on-going maintenance.

## EXEMPTIONS

A Development Permit will not be required if the development consists of the following:

- Construction of a new building designed based on building schemes created at time of subdivision with architectural approval and endorsement from the authority enforcing the building scheme (where the building scheme is consistent with OCP hillside guidelines); and
- Construction of a new building that does not substantially alter the approved lot grading plan endorsed at the time of subdivision or Hazardous Condition Development Permit (DP) issuance; or
- Development on a property with slopes of 20% or greater occupying less than 50% of the lot area and where the proposed building envelope is outside of this steep sloped area; or
- Where the only activity being proposed is construction of retaining wall(s), and where such would not have a negative visual impact on the public realm and meets the 'Landscaping and Retaining Walls Design Guidelines' as referenced in this chapter; or
- Construction which is limited to the addition, replacement or alteration of doors, windows, building trim, or roofs, and which would have no impact on form and character of the building and would not impact the existing landscaping or access provisions; or
- Interior/exterior building alterations that do not expand the existing building foundation; or
- An alteration to a building that doesn't require the issuance of a building permit; or
- Construction, addition or alteration not to exceed 30 sq. m (323 sq. ft) for a single storey accessory structure (4.5 m in height) is proposed and where no variance(s) of the Zoning Bylaw are required; or
- Construction, addition or alteration not to exceed 45 sq. m (484 sq. ft) for a single storey building (4.5 m in height) where the building is non-



*1.3 - Step buildings up or down the slope*

habitable space and where no variance(s) of the Zoning Bylaw are required;  
or

- The addition of a second dwelling attached to a principal dwelling, provided construction of the new addition does not exceed 30 sq. m (323 sq. ft); or
- Replacement of a building that has been destroyed by natural causes, in cases where the replacement building is identical to the original in both form and location; or
- A technical subdivision for lot consolidation or road widening.

Note: The advice of a coordinating professional will be considered in determining qualification for an exemption.

The following guidelines may be applied when setting Development Permit conditions:

## **GUIDELINES**

### **1.0 Context Considerations**

- 1.1 Orient buildings on the site to complement the natural topography (i.e. the greatest horizontal dimension is parallel with, not perpendicular to, the natural contour of the land);
- 1.2 Incorporate alternative development opportunities (i.e., cluster housing, unique building envelope arrangements, and multiple lots with shared access), where appropriate, to minimize visual impact and preserve natural character of the hillside;
- 1.3 Set buildings into the hillside and step up or down the slope to mimic the natural topography;
- 1.4 Avoid placing tall buildings at high points on the site or in highly visible areas;
- 1.5 Design and locate buildings so the hillside landscape rather than the sky serves as a backdrop;
- 1.6 Retain or enhance significant natural features and landforms, including ridgelines;
- 1.7 Create or optimize view corridors with staggered lots, the strategic placement of roads, sensitive lot grading, appropriate landscaping, etc.;
- 1.8 Position buildings to preserve and enhance sightlines to and from significant view points;
- 1.9 Ensure any structures, building faces, street or building lighting do not dominate the landscape.

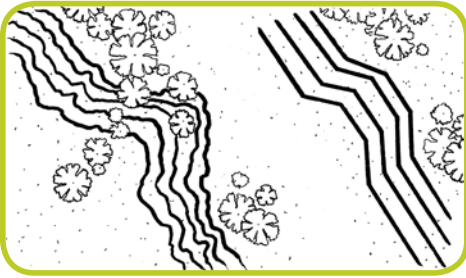
### **2.0 Site Design**

- 2.1 Preserve any slopes greater than 30% as undisturbed unless roads are required to access developments;
- 2.2 Restrict on-street parking where alternative road standards allow for narrow roads. Parking pads off the travel surface may be supported.
- 2.3 Minimize cut and fill excavation to preserve the natural topography of



*1.3 - Set buildings into the hillside*





*2.0 - Design manufactured slopes to appear natural*



*3.0 - Terrace retaining walls to reduce cut and fill and minimize height*



*4.0 - Roof forms broken into smaller components to reflect natural topography*

the hillside. Necessary cuts and fills should be balanced to reduce trucking costs;

- 2.4 Minimize the visual impact of grading by incorporating the majority of cut and fill within the building envelope to avoid visual scarring;
- 2.5 Design ground floor elevations and heights to be sensitive to adjacent properties and neighbouring sightlines;
- 2.6 Locate house and design driveway to minimize length and/or visual dominance of the driveway and associated grading;
- 2.7 Ensure that altered slopes appear natural with varied contours and vegetation, avoiding sharp angles.

### 3.0 Landscaping and Retaining Walls

- 3.1 Incorporate landscaping that is natural and blends in with any existing vegetation minimizing large areas of formal landscaping;
- 3.2 Preserve existing plant materials of significant size or relocate within the site;
- 3.3 Incorporate landscaping that enhances building design and architectural elements;
- 3.4 Revegetate any unavoidable cut and fill along ridgelines with natural landscaping;
- 3.5 Minimize the impact of development by screening structures through effective use of landscaping materials;
- 3.6 Incorporate retaining walls utilizing native building materials (i.e., earth berms, rock forms, or stone) to minimize the visual impact of cuts;
- 3.7 Minimize fence and retaining wall height and length. Stepped or terraced walls with landscaping are encouraged for areas where steep cuts are required.

### 4.0 Building Aesthetics

- 4.1 Create building design schemes at subdivision stage, in cooperation with the City, to ensure design guidelines are met at time of building development on individual lots. Engage a coordinating architect to administer and monitor the building schemes in relation to the design guidelines. Incorporate creative building design intended for hillside development that:
  - Encourages split level designs and stepped foundations avoiding large, single level building platforms;
  - Varies height of building elements and minimizes areas of maximum height;

- Utilizes vertical and horizontal elements;
- Design tall elements towards the centre of the uphill portion of the building;
- Incorporates a roof that is broken into smaller components that reflect the irregular natural hillside pattern and protect view corridors;
- Avoids large downhill cantilevers and exposed support structures;
- Avoids exposing underside of buildings or decks;
- Applies materials and colours that reduce the apparent bulk;
- Incorporates dark and earth tone colour schemes and material textures that compliment the natural landscape;
- Avoids high contrast or bright colors;
- Incorporates local, site specific building and retaining materials;
- Limits the use of large expanses of glass, exterior plastic, vinyl siding or any reflective or shiny material;

4.2 Incorporate building masses that reinforce the sensitivity of the natural topography;

4.3 Design buildings that are compatible with the neighbourhood in terms of proportion, size, mass and height.

## 5.0 Commercial or Multiple Unit Hillside Residential Development

5.1 Incorporate required parking into the natural landscape minimizing the requirement for lot grading (i.e., avoid large, flat parking areas);

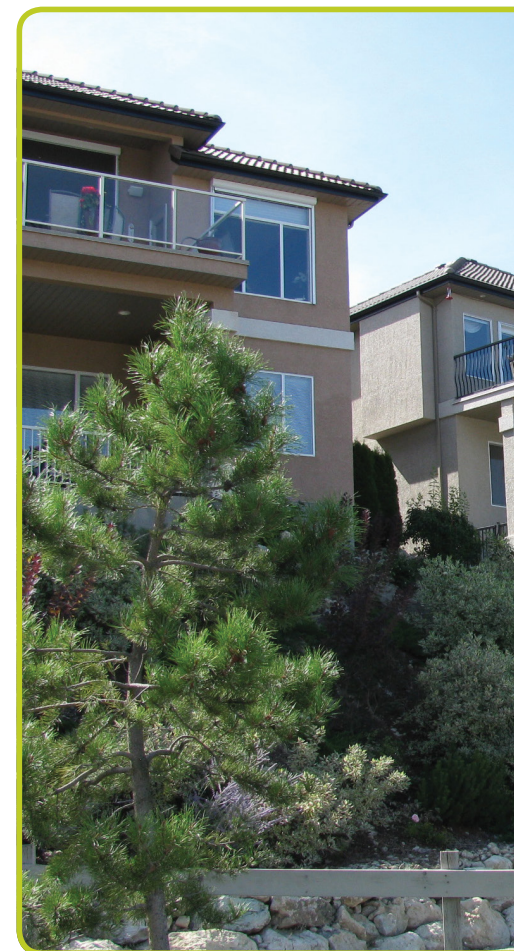
5.2 Design buildings with variable floor and roofline elevations and architectural treatment to achieve height variation;

5.3 Stagger siting of buildings and screen with mature vegetation to minimize the “wall effect”;

5.4 The slope of the roof should be oriented in the same direction as the natural slope of the lot.



*4.0 - Example of house with deck not well integrated with the hillside*





# Chapter 15:

## Farm Protection DP Guidelines





Category  
Properties Affected  
Justification  
Objectives  
Exemptions  
Guidelines





# REPORT TO COUNCIL



**Date:** November 14, 2016

**RIM No.** 1250-30

**To:** City Manager

**From:** Community Planning Department (LK)

**Application:** Z16-0035

**Owner:** Onkar Singh Dhillon & Ranjit Dhillon  
0872645 B.C.LTD., Inc. No.  
BC0872645

**Address:** 875 Mayfair Road  
885 Mayfair Road

**Applicant:** Birte Decloux

**Subject:** Rezoning Applications

**Existing OCP Designation:** S2RES - Single / Two Unit Residential

**Existing Zone:** RU1 - Large Lot Housing

**Proposed Zone:** RU6 - Two Dwelling Housing

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## 1.0 Recommendation

THAT Rezoning Application No. Z16-0035 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot 3 and 4, District Lot 143 ODYD Plan 22026, located at 875 and 885 Mayfair Road, Kelowna BC from RU1 - Large Lot Housing zone to the RU6 - Two Dwelling Housing 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 outstanding conditions of approval as set out in Schedule "A" attached to the Report from the Community Planning Department dated August 8, 2016;

AND FURTHER THAT final adoption of the Rezoning Bylaw be considered subsequent to the issuance of a Preliminary Layout Review Letter by the Approving Officer.

## 2.0 Purpose

To rezone the two subject properties from RU1 - Large Lot Housing zone to the RU6 - Two Dwelling Housing zone to facilitate a three lot subdivision.

## 3.0 Community Planning

The subject properties are located within the Permanent Growth Boundary in the Rutland neighbourhood of Kelowna. Both parcels are designated as S2RES - Single/Two Unit Residential in the Official Community Plan (OCP). The application to rezone the parcels meets the OCP Future Land Use Map for the policy of supporting the densification of neighbourhoods through appropriate infill development, including the use of smaller lots. The increase in density is supported by local amenities such as parks, schools, transit and recreational opportunities in the immediate area.

## 4.0 Proposal

## 4.1 Background

In 2012, the applicant applied for rezoning and received second and third readings on November 13, 2012 after a Public Hearing was held on the same date. An extension of the application was granted on Dec. 8, 2014 for a period of twelve (12) months with no further opportunities to extend. The application has since lapsed and a request to Council for the rescindment of this bylaw and the closure of the file has proceeded this application coming before Council.

Section 2.12.4 of Procedure Bylaw No. 10540 states that:

In order for an application that has lapsed under Section 2.12.1 or 2.12.2 to proceed, a new application (including fee), will be required.

This new rezoning application replaces the original application that expired. The project remains unchanged and is the same in all respects as the original application.

## 4.2 Project Description

The proposal is to rezone the two parcels from the existing RU1 - Large Lot Housing zone to the RU6 - Two Dwelling Housing zone. Should the rezoning be successful, the applicant is planning to subdivide the two parcels into three parcels. The RU6 zone will allow the applicant to develop carriage houses on each of the parcels in the future. Due to the proposed small lot sizes, duplexes or second houses would not be permitted under the Zoning Bylaw. The proposal will retain the existing house located on Lot C at 885 Mayfair Rd and remove the mobile home at 875 Mayfair Rd.

**Proposed Subdivision Layout:**



Should the zoning be supported by Council, a direct Development Permit will be required for the Carriage Houses to ensure conformity with the City's Urban Design Guidelines and Zoning Development Regulations, including providing adequate on-site parking and driveway access.

As Staff understand it, Council Policy No. 367 with respect to public consultation was undertaken by the applicant. All adjacent neighbours within a 50 m radius were provided with a circulation package in regards to the development.

#### 4.3 Site Context

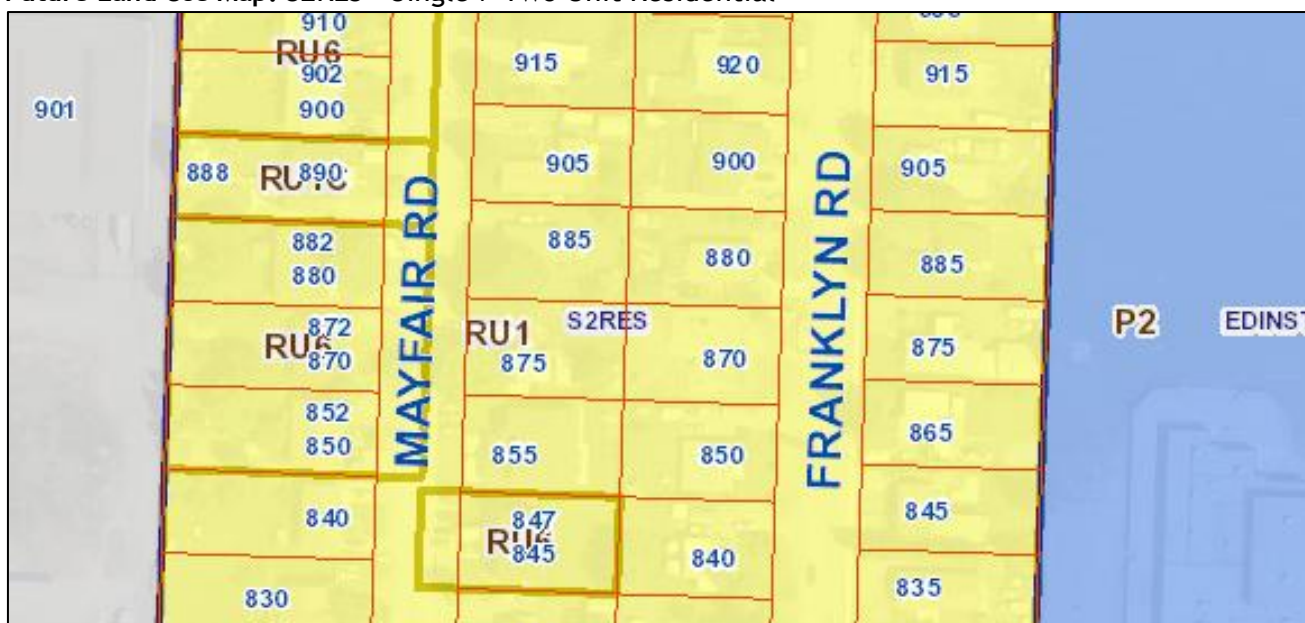
Specifically, adjacent land uses are as follows:

Orientation	Zoning	Land Use
North	RU1 - Large Lot Housing	Single Dwelling Housing
East	RU1 - Large Lot Housing	Single Dwelling Housing
South	RU1 - Large Lot Housing RU6 - Two Dwelling Housing	Single Dwelling Housing Two Dwelling Housing
West	RU1 - Large Lot Housing RU6 - Two Dwelling Housing	Single Dwelling Housing Two Dwelling Housing

**Subject Property Map: 875 & 885 Mayfair Road**



## Future Land Use Map: S2RES - Single / Two Unit Residential



## 4.4 Development Regulations Table

Zoning Analysis Table		
CRITERIA	RU6 ZONE REQUIREMENTS	PROPOSAL
Existing Lot/Subdivision Regulations		
Minimum Lot Area	400 m <sup>2</sup> for single dwelling 700 m <sup>2</sup> for two dwellings	Lot A 618.4 m <sup>2</sup> Lot B 547.0 m <sup>2</sup> Lot C 547.0 m <sup>2</sup>
Minimum Lot Width	13.0 m for single dwelling 18.0 m for two dwellings	Lot A 16.51 m Lot B 14.60 m Lot C 14.60 m
Minimum Lot Depth	30 m minimum depth	37.47 m all 3 lots

No variances are required for this rezoning application.

## 4.5 Zoning Analysis Table

CRITERIA	RU6 - TWO LOT HOUSING - ZONE REQUIREMENTS
Development Regulations	
Minimum Front Yard	4.5 m (6.0 m from a garage or carport)
Minimum Side Yard	2.0 m (for up to 1 ½ storey portion of building) 2.3 m (for 2 storey portion of building)
Minimum Rear Yard	7.5 m
Maximum Site Coverage	40% (50% including driveways and parking areas)



## 5.0 Current Development Policies

### 5.1 Kelowna Official Community Plan (OCP)

#### Chapter 5: Development Process

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

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

**Carriage Houses & Accessory Apartments.**<sup>3</sup> Support carriage houses and accessory apartments through appropriate zoning regulations.

## 6.0 Technical Comments

### 6.1 Building & Permitting Department

- Spatial calculation to be provided and reviewed for existing dwellings as per new property lines.
- Demolition permits required for existing structures.

### 6.2 Development Engineering Department

- Refer to Attachment A.

### 6.3 Fire Department

- Requirements of section 9.10.19 Smoke Alarms and Carbon Monoxide alarms of the BCBC 2012 are to be met.
- All units shall have a posted address on Mayfair Rd. for emergency response.

### 6.4 School District No. 23

- The Subdivision application triggers the School Site Acquisition Charge which applies to residential development where new (additional) residential lots or dwellings are created through subdivision or new construction. Further details on the charge can be found in Division 10.1 of the Local Government Act.

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

<sup>2</sup> City of Kelowna Official Community Plan, Policy 5.27.6 (Development Process Chapter).

<sup>3</sup> City of Kelowna Official Community Plan, Policy 5.27.12 (Development Process Chapter).

## **7.0 Application Chronology**

Date of Application Received:	July 9, 2016
Date of Application Amendment #1:	July 25, 2016
Date of Application Amendment #2:	September 30, 2016
Date Public Consultation Completed:	October 2016

**Report prepared by:**

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Lydia Korolchuk, Planner

**Reviewed by:** Terry Barton, Urban Planning Manager

**Approved for Inclusion:** Ryan Smith, Community Planning Department Manager

### **Attachments:**

Survey Plan - Proposed Subdivision Layout

Attachment A: Development Engineering Memorandum dated August 8, 2016

Attachment B: Black Mountain Irrigation District Water Service Certificate

PLAN OF SUBDIVISION OF LOTS 3 AND 4,  
DL 143, ODYD, PLAN 22026.

PLAN EPP63472.

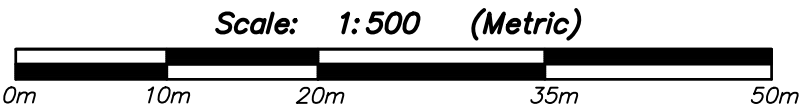
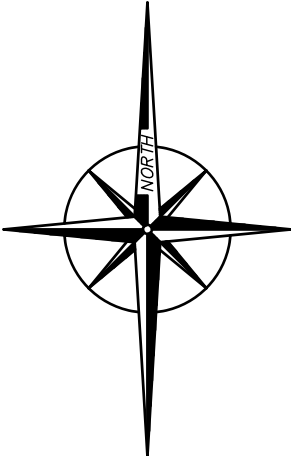
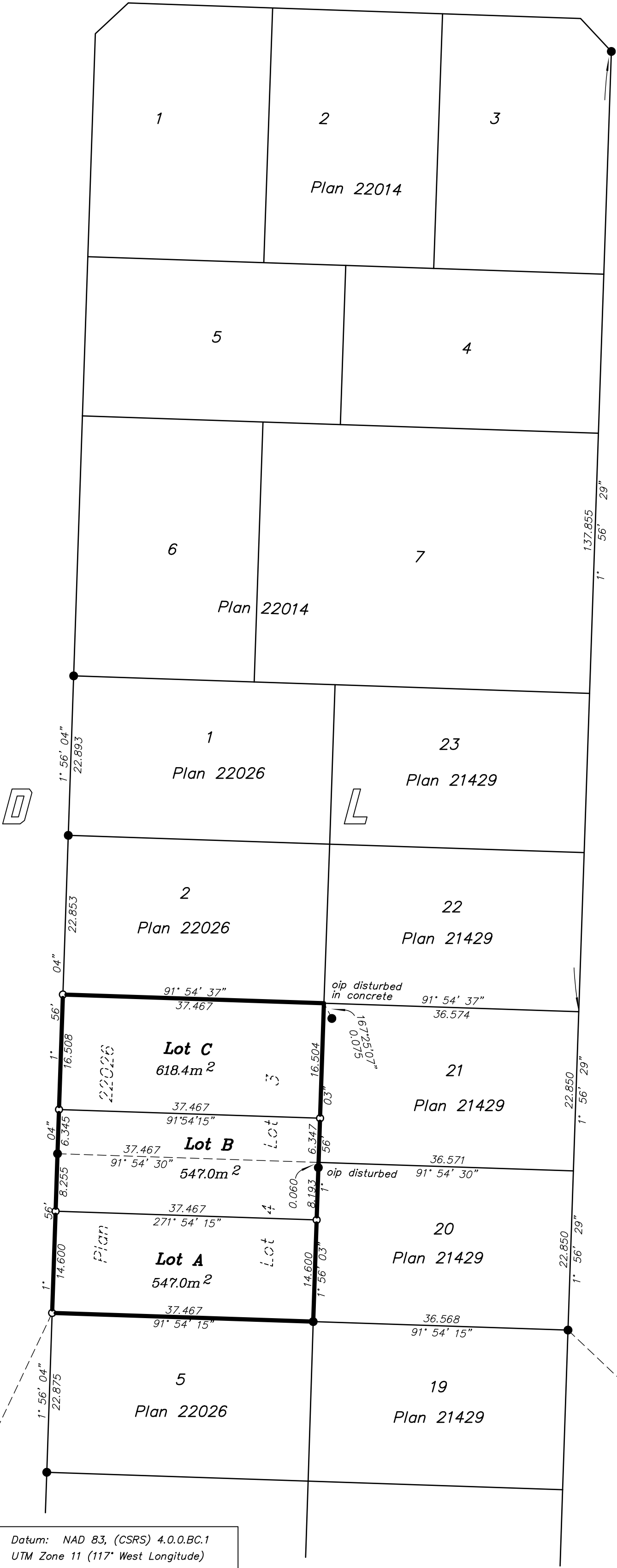
BCGS 82E.083

McCurdy Road

Franklyn Road

Franklyn Road

Mayfair Road



The intended plot size of this plan is 432mm in width by 560mm in height (Sheet size "C") when plotted at a scale of 1:500.

Legend:

Grid Bearings are derived from observations between Geodetic Control Monuments 73H1854 and 86H2355.

Integrated Survey Area No. 4, City of Kelowna, NAD83, (CSRS), (4.0.0.BC.1)

This Plan shows horizontal ground-level distances, except where otherwise specified. To compute grid distances, multiply ground-level distances by the average combined factor, 0.99990365, which has been derived from Control Monuments 73H1854 and 86H2355.

All distances are in metres and decimals, unless otherwise specified.

- - denotes standard iron post placed
- - denotes standard iron post found
- ⊙ - denotes control monument found

This Plan lies within the Central Okanagan Regional District.

This plan lies within the jurisdiction of the approving officer for the City of Kelowna.

The field survey represented by this plan was completed on the 17th day of June, 2016.

H.G. van Gorp, BCLS #696

Datum: NAD 83, (CSRS) 4.0.0.BC.1  
UTM Zone 11 (117° West Longitude)  
UTM Northing: 5,529,421.180  
UTM Easting: 327,070.033  
Estimated horizontal positional accuracy = 0.01 metres.  
Point combined factor 0.9999088

Datum: NAD 83, (CSRS) 4.0.0.BC.1  
UTM Zone 11 (117° West Longitude)  
UTM Northing: 5,529,370.801  
UTM Easting: 328,572.065  
Estimated horizontal positional accuracy = 0.01 metres.  
Point combined factor 0.9998985

VAN GURP & COMPANY  
land surveyors  
201-1470 St. Paul Street,  
Kelowna, B.C. 250-763-5711

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## CITY OF KELOWNA

# MEMORANDUM

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**Date:** August 8, 2016  
**File No.:** Z16-0035  
**To:** Community Planning (LK)  
**From:** Development Engineering Manager(PI)  
**Subject:** 875 & 885 Mayfair Road RU1 to RU6

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The Development Engineering Department has the following comments and requirements associated with this rezoning application. The road and utility upgrading requirements outlined in this report will be a requirement of this development. The Development Engineering Technologist for this project is Jason Ough

### 1. Domestic Water and Fire Protection

- a) The property is located within the Black Mountain Irrigation District (BMID) service area. The water system must be capable of supplying domestic and fire flow demands of the project in accordance with the Subdivision, Development & Servicing Bylaw. The developer is responsible, if necessary, to arrange with BMID staff for any service improvements and, if necessary, the decommissioning of existing services.
- b) RU6 lots require two water services in accordance with the City of Kelowna domestic water servicing specifications. Existing water services may be adequate for use. Arrange for additional lot connections, and if necessary, disconnection and replacement of existing services before submission of the subdivision plan; including payment of connection fees (provide copy of receipt).

### 2. Sanitary Sewer

- a) Our records indicate both 875 and 885 Mayfair Road are currently serviced with 100mm-diameter sanitary sewer service lines. The proposed subdivision and creation of a third lot will require installation of an additional sewer service. Arrange for installation of the sewer service complete with inspection chamber (IC) and brooks box. Service upgrades can be provided by the City at the applicant's cost with a signed Third Party Work Order. For estimate inquiry's please contact Jason Ough by email [jough@kelowna.ca](mailto:jough@kelowna.ca) or phone, 250-469-8721.
- b) These properties are located within Sewer Specified Area # 20. Records indicate that each property has paid out fees at a value of 1 Single Family Equivalent (SFE). The proposed 3 RU6 lots will have a total equivalency of 6 SFEs for single detached homes. The remaining fee is 4 SFEs X \$2458.33 (valid until March 31, 2017) for a total of **\$9,833.32**.

### 3. Storm Drainage



The developer must engage a consulting civil engineer to provide a storm water management plan for these sites which meets the requirements of the City Storm Water Management Policy and Design Manual. The storm water management plan must also include provision of lot grading plans, minimum basement elevations (MBE), if applicable, and provision of a storm drainage service and recommendations for onsite drainage containment and disposal systems.

#### 4. Road Improvements

- a) Mayfair Road must be upgraded to an urban standard along the full frontage of this proposed development, including curb and gutter, sidewalk, drainage system including catch basins, manholes and pavement removal and replacement, street lighting and re-location or adjustment of utility appurtenances if required to accommodate the upgrading construction. A one-time cash payment in lieu of construction must be collected from the applicant for future construction by the City. The cash-in-lieu amount is determined to be **\$30,144.00** not including utility service or driveway access works.
- b) Only the service and driveway access works must be completed at this time. Upgrades to Mayfair Road fronting this development will be deferred. Cash-in-lieu of immediate construction is required.

Item	Cost
Drainage	\$7,813.00
Curb &Gutter	\$4,500.00
Sidewalk	\$5,625.00
Street Lighting	\$1,519.00
Road Fillet	\$9,844.00
Blvd Landscaping	\$844.00
<b>Total</b>	<b>\$30,144.00</b>

#### 5. Geotechnical Report

As a requirement of this application the owner must provide a geotechnical report prepared by a Professional Engineer qualified in the field of hydro-geotechnical survey to address the following:

- a) Area ground water characteristics.
- b) Site suitability for development, unstable soils, etc.
- c) Drill and / or excavate test holes on the site and install pisometers if necessary. Log test hole data to identify soil characteristics, identify areas of fill if any. Identify unacceptable fill material, analyse soil sulphate content, Identify unsuitable underlying soils such as peat, etc. and make recommendations for remediation if necessary.
- d) List extraordinary requirements that may be required to accommodate construction of roads and underground utilities as well as building foundation designs.
- e) Additional geotechnical survey may be necessary for building foundations, etc.

## 6. Development Permit and Site Related Issues

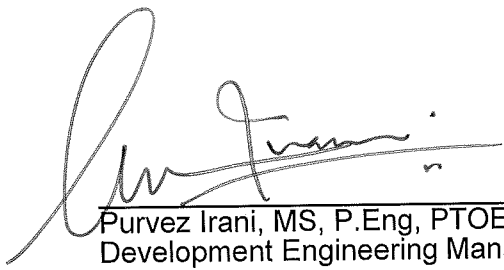
- a) Direct the roof drains into on-site rock pits or splash pads.
- c) Subdivision application is required.
- d) Grant statutory rights-of-way if required for utility services.

## 7. Power and Telecommunication Services and Street Lights

- a) If the existing area is served by overhead wiring, the service connections may be provided overhead provided that there are no new poles required and service trespasses will not be created. If either of these conditions is not satisfied, then underground service will be required for that lot.
- b) Make servicing applications to the respective Power and Telecommunication utility companies. The utility companies are required to obtain the City's approval before commencing construction.
- c) Before making application for approval of your subdivision plan, please make arrangements with Fortis for the pre-payment of applicable charges and tender a copy of their receipt with the subdivision application for final approval.
- d) Re-locate existing poles and utilities, where necessary. Remove aerial trespass (es).

## 8. Charges and Fees

- a) Development Cost Charges (DCC's) are payable.
- b) Fees per the "Development Application Fees Bylaw" include:
  - i) Survey Monument Fee: **\$50.00 per newly created lot** (GST exempt).
  - ii) Survey Monument, Replacement Fee: \$1,200.00 (GST exempt) – only if disturbed.
- c) A hydrant levy charge of **\$250.00** (250.00 per new lot).
- d) Sewer Specified Area # 20 fees: **\$9,833.32**
- e) Utility services upgrades; **to be determined.**
- f) The City will defer the construction of frontage improvements on Mayfair Rd which is premature at this time. The cash-in-lieu amount is determined to be **\$30,144.00**



Purvez Irani, MS, P.Eng, PTOE  
Development Engineering Manager  
jo



Office: (250) 765-5169  
Fax: (250) 765-0277  
www.bmid.ca

## WATER SERVICE CERTIFICATE

**TO: CITY OF KELOWNA**

BMID File 2013.22

CITY File: 512-0031

Attention: \_\_\_\_\_

Date: Oct 5, 2016

Owner/Agent: Ricky Dhillon

Service Address: 875 & 885 Mayfair Rd

Project Description / Phase: Subdivision

Legal Description: Lot 4 & 3 Plan 22026

### **THE APPLICATION FOR THE FOLLOWING PURPOSE SET OUT BELOW HAS BEEN APPROVED BY THE WATER DISTRICT:**

This is to certify that arrangements have been made with the Black Mountain Irrigation District to satisfy district requirements for the process indicated below. This does not confirm installation of works as of the above date.

#### **PLANNING AND DEVELOPMENT SERVICES Fax No. 862-3320**

- ☐ Zoning Application
- ☐ Development Permit Application
- ☒ Subdivision Application
- ☐ Other

#### **BUILDING DEPARTMENT Fax No. 862-3314**

- ☐ Building Permit (Water Letter has been issued to Applicant)
- ☐ Other
- ☐

#### **BLACK MOUNTAIN IRRIGATION DISTRICT;**

Dawn Williams

Administrator

*Water District requirements have been met only for the process indicated. It is the applicant's responsibility to be aware of and comply with the applicable district bylaws as they pertain to this application.*