City of Kelowna Regular Council Meeting AGENDA



Pages

4 - 8

9 - 21

Monday, January 23, 2017 1:30 pm Council Chamber City Hall, 1435 Water Street

1. Call to Order

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

2. Confirmation of Minutes

PM - January 16, 2017

3. Development Application Reports & Related Bylaws

3.1 769 Barnaby Rd, Z16-0063 - Cathy Wolf

To consider a rezoning on the subject property from the RR₂ – Rural Residential ₂ zone to the RU₁ – Large Lot Housing zone and the RU₆ – Two Dwelling Housing zone to facilitate a future subdivision.

3.2 769 Barnaby Rd, BL11341 (Z16-0063) - Cathy Wolf 22 - 23

To give Bylaw No. 11341 first reading in order to rezone portions of the the subject property from the RR2 – Rural Residential 2 zone to the RU1 – Large Lot Housing zone and the RU6 – Two Dwelling Housing zone.

3.3 1050 Kelly Rd, Z16-0043 - Jonathon and Heather Tyre 24 - 38

To rezone the subject property from RU1 – Large Lot Housing to RU1c- Large Lot Housing with carriage house.

3.4 1050 Kelly Rd, BL11342 (Z16-0043) - Jonathon and Heather Tyre 39 - 40

To give Bylaw No. 11342 first reading in order to rezone the subject property from RU1 - Large Lot Housing zone to the RU1c - Large Lot Housing with Carriage House zone.

3.5	4039 Lakeshore Rd, Z16-0060 - Cindy and Thomas Netzlaw	41 - 56
	To rezone the subject property from the RU1 — Large Lot Housing zone to the RU2 — Medium Lot Housing zone to facilitate a three lot subdivision.	
3.6	4039 Lakeshore Rd, BL11343 (Z16-0043) - Cindy and Thomas Netzlaw	57 - 58
	To give Bylaw No. 11343 first reading in order to rezone the subject property from the RU1 - Large Lot Housing zone to the RU2 - Medium Lot Housing zone.	
3.7	5425 Upper Mission Dr, OCP16-0012 & Z16-0024 - Kestrel Ridge Holdings Ltd	59 - 75
	Official Community Plan Amendment and Rezoning application to amend the Future Land Use designations and rezone portions of the subject property to facilitate a single and two unit residential subdivision with park space for 5425 Upper Mission Drive.	
3.8	5425 Upper Mission Dr, BL11344 (OCP16-0012) - Kestrel Holdings Ltd	76 - 78
	To give Bylaw No. 11344 first reading in order to change the future designation of the subject property to facilitate a single and two unit residential subdivision with park space.	
3.9	5425 Upper Mission Dr, BL11345 (Z16-0014) - Kestrel Holdings Ltd	79 - 80
	To give Bylaw No. 11345 first reading in order to rezone the subject property to facilitate a single and two unit residential subdivision with park space.	
3.10	170 Drysdale Blvd, Z16-0082 - City of Kelowna	81 - 105
	To rezone the subject property to facilitate a two lot subdivision and the development of multiple dwelling housing on the subject property.	
3.11	170 Drysdale Blvd, BL11346 (Z16-0082) - City of Kelowna	106 - 106
	To give Bylaw No. 11346 first reading in order to facilitate a two lot subdivision and the development of multiple dwelling housing on the subject property.	
3.12	CD5 - Multi Purposed Facility Zone Amendments (TA16-0014) - Text Amendment - City of Kelowna	107 - 112
	To consider a Text Amendment to Zoning Bylaw No. 8000 in order to reduce the residential parking rate within the CD5 zone.	
3.13	BL11347 (TA16-0014) - Parking Amendments for the CD5 - Multi-Purpose Facility Zone - City of Kelowna	113 - 113
	To give Bylaw No. 11347 first reading in order to to reduce the residential parking rate within the CD5 zone.	

	3.14	4077 & 4079 June Springs Rd (Z16-0065) - Jamie D. Coates	114 - 116
		At the January 9th, 2017 Council meeting, Council supported the application to rezone the subject property from A1 – Agriculture to A1c – Agriculture 1 with Carriage House zone and also directed staff to report back to Council with appropriate recommendations and bylaw for first reading consideration.	
	3.15	4077 & 4079 June Springs Rd, BL11348 (Z16-0065) - Jamie D. Coates	117 - 117
		To give Bylaw No. 11348 first reading in order to rezone the subject property from A1 – Agriculture to A1c – Agriculture 1 with Carriage House zone.	
	3.16	600 Boyton Pl, DP16-0252 - 0725353 BC Ltd	118 - 133
		To consider the form and character of a townhome complex in a phased strata.	
	3.17	1580 Hwy 33 West, DP16-0286 - Coastal Hollypark Properties Ltd	134 - 156
		To consider a development for the form and character of a multiple phase hotel project.	
4.	Bylaws	for Adoption (Development Related)	
	4.1	(S of) 823 & 890-950 Academy Way, BL10984 (Z13-0030) - Watermark Developments Ltd	157 - 160
		To adopt Bylaw No. 10984 in order to rezone portions of the subject properties in order to accommodate the future development of single and multi family developments and a large natural open space park.	
	4.2	BL11131 (TA15-0007) - Micro Suite Housing Amendments to Zoning Bylaw	161 - 162
		To adopt Bylaw No. 11131 in order to amend the Zoning Bylaw to establish regulations dealing with sub-312 sq. ft. micro-suite housing.	
5.	Non-D	evelopment Reports & Related Bylaws	
	5.1	Allocation of Transitional Grant-in-Aid Funds	163 - 187
		To provide for Council consideration, a proposed allocation of \$100,000 in transitional Grant-in-Aid funding approved in the 2017 Provisional Budget and amendments to the Council Policy #218 Community Social Development Grant Policy.	
	5.2	Okanagan Basin Water Board 20 m	188 - 190
		To consider staff's recommendation to apply for two 2017-2018 OBWB – Water Conservation and Quality Project Grants.	
6.	Mayor	and Councillor Items	

7. Termination



City of Kelowna Regular Council Meeting Minutes

Date: Location:	Monday, January 16 2017 Council Chamber City Hall, 1435 Water Street
Members Present	Mayor Colin Basran, Councillors Ryan Donn, Gail Given, Tracy Gray*, Brad Sieben, Mohini Singh, Luke Stack
Members Absent	Councillors Maxine DeHart and Charlie Hodge
Staff Present	City Manager, Ron Mattiussi; City Clerk, Stephen Fleming; Urban Planning Manager, Terry Barton*; Planner, Tracey Hills*; Planner, Adam Cseke*; Integrated Transportation Department Manager, Rafael Villarreal*; Urban Forest Health Technician, Andrew Hunsberger*; Urban Forestry Supervisor, Blair Stewart*; Legislative Coordinator (Confidential), Arlene McClelland

(* Denotes partial attendance)

1. Call to Order

Mayor Basran called the meeting to order at 1:32 p.m.

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

2. Confirmation of Minutes

Moved By Councillor Given/Seconded By Councillor Donn

<u>Ro26/17/01/16</u> THAT the Minutes of the Regular Meetings of January 9, 2017 be confirmed as circulated.

Carried

4

3 Development Application Reports & Related Bylaws

3.1 1940 KLO Road, Z16-0055 - Mission Creek Mews Ltd. Inc. No. BC1094686

Staff:

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

Roz7/17/01/16 THAT Rezoning Application No. Z16-0055 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot 2 Plan 12786 Section 17 Township 26, District Lot 131, located at 1940 KLO Road, Kelowna, BC from the A1 – Agricultural 1 zone to the RU5 – Bareland Strata 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 January 16, 2017.

Carried

3.2 1940 KLO Road, BL11339 (Z16-0055) - Mission Creek Mews Ltd

Moved By Councillor Gray/Seconded By Councillor Donn

Ro28/17/01/16 THAT Bylaw No. 11339 be read a first time.

Carried

Mayor Basran advised that Item 3.3 and 3.4 have been withdrawn from the agenda.

3.3 1187 Sunset Dr, Z16-0077 - Sunset Drive Properties Ltd

3.4 1187 Sunset Dr, BL11340 (Z16-0077) - Sunet Drive Properties Ltd

3.5 421 Cawston Avenue, DP16-0222 - Rotary Centre for the Arts

Staff:

- Displayed a PowerPoint Presentation summarizing the application.

Moved By Councillor Sieben/Seconded By Councillor Donn

<u>Ro29/17/01/16</u> THAT Council authorizes the issuance of Development Permit No. DP16-0222 for Lot A, Plan 67454 located at 421 Cawston Ave, Kelowna, BC subject to the following:

- 1. The dimensions and siting of the sign to be constructed on the land be in accordance with Schedule "A,"
- 2. The exterior design and finish of the sign to be constructed on the land, be in accordance with Schedule "A";
- 3. Sign copy shall remain in place for a minimum of 6.0 seconds before switching to the next copy;
- 4. The maximum transition time between each digital copy shall not exceed 0.25 seconds;
- 5. Copy shall not be shown on the digital display using full motion video or otherwise give the appearance of animation of movement, and the transition between each digital copay shall not be displayed using any visible effects, including but not limited to action, motion, fading in and out, dissolving, blinking, intermittent, or flashing light or the illusion of such effects;
- 6. Copy shall not be shown in a manner that requires the copy to be viewed or read over a series of sequential copy messages on a single digital display, or sequences on multiple digital displays;
- 7. No third party commercial advertising shall be permitted;
- 8. The signs must be equipped with an ambient light sensor;
- 9. The digital display shall not increase the light levels adjacent to the digital display by more than 3.0 LUX above the ambient light level;

- 10. While the sign is in operation, the light output for the digital shall be set in accordance with the following maximum luminance levels when measured from the sign face at its maximum brightness:
 - a. From sunrise to sunset, 7500 Nits;
 - b. From sunset to sunrise, 300 Nits;
- 11. If any component on the sign fails or malfunctions the sign shall be programmed to automatically turn off.

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

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

Carried

4. Bylaws for Adoption (Development Related)

4.1 Sensitive Infill Housing (Low Density) - BL11310 (OCP16-0015)

Councillor Gray declared a conflict of interest for items 4.1 to 4.5 inclusive as she resides in the subject area and departed the meeting at 1:47 p.m.

Moved By Councillor Stack/Seconded By Councillor Singh

R030/17/01/16 THAT Bylaw No. 11310 be adopted.

Carried

Carried

Carried

4.2 Single/Two Unit Residential to Sensitive Infill Housing (Low Housing) - BL11311 (OCP16-0015)

Moved By Councillor Stack/Seconded By Councillor Singh

R031/17/01/16 THAT Bylaw No. 11311 be adopted.

4.3 Infill - Removal of Development Permit Areas- BL11312 (OCP16-0025)

Moved By Councillor Sieben/Seconded By Councillor Singh

R032/17/01/16 THAT Bylaw No. 11312 be adopted.

4.4 RU7 - Infill Housing Zone, BL11313 (TA16-0010)

Moved By Councillor Stack/Seconded By Councillor Singh

R033/17/01/16 THAT Bylaw No. 11313 be adopted.

Carried

4.5 Rezone Various Properties to RU7 - Infill Housing Zone, BL11314 (Z16-0053)

Moved By Councillor Sieben/Seconded By Councillor Singh

R034/17/01/16 THAT Bylaw No. 11314 be adopted.

Carried

Councillor Gray rejoined meeting at 1:49 p.m.

5. Non-Development Reports & Related Bylaws

5.1 Imagine Kelowna Engagement Theme Outcomes and Engagement Strategy for Phase 2 (Shape)

Staff:

- Displayed a PowerPoint Presentation summarizing the outcomes and engagement strategy for Phase 2 and responded to questions from Council.

Moved By Councillor Sieben/Seconded By Councillor Singh

<u>**Ro35/17/01/16</u>** THAT Council receives, for information, the report from the Project Manager for Strategic Visioning Project dated January 16, 2017 with respect to Imagine Kelowna Engagement Theme Outcomes & Engagement Strategy for Phase 2;</u>

AND THAT Council endorses the community engagement strategy for Phase Two (Shape) of Imagine Kelowna as identified in the report from the Project Manager for Strategic Visioning Project dated January 16, 2017.

Carried

5.3 Proposed Road Closure - Gordon Drive (Portion of)

Moved By Councillor Donn/Seconded By Councillor Given

<u>**Ro36/17/01/16</u>** THAT Council receives, for information, the Report from the Manager, Real Estate Services dated January 16, 2017, recommending that Council adopt the proposed closure of a portion of road adjacent to 1780 Gordon Drive;</u>

AND THAT Bylaw No.11327, being the proposed closure of a portion of road adjacent to 1780 Gordon Drive, be given reading consideration.

Carried

5.4 Portion of Gordon Drive, BL11327 - Road Closure Bylaw

Moved By Councillor Donn/Seconded By Councillor Given

R037/17/01/16 THAT Bylaw No. 11327 be read a second and third time.

Carried

5.2 CWPP UBCM Grant Amendment

Staff:

- Provided an overview of the UBCM Grant Amendment and responded to questions from Council.

Moved By Councillor Given/Seconded By Councillor Donn

<u>Ro38/17/01/16</u> THAT Council support an amendment to a grant awarded to the City of Kelowna from the Union of BC Municipalities (UBCM) to update Kelowna's Community Wildfire Protection Plan (CWPP).

Carried

6. Mayor and Councillor Items

Councillor Stack:

- Spoke to the interest in Transportation issues within the South Slopes area and Neighbourhoods 1, 2 and 3 as there are many units approved in previous years that have yet to be built out and these will impact transportation plans.

Moved By Councillor Stack/Seconded By Councillor Sieben

<u>**Ro39/17/01/16</u>** THAT Council direct staff to bring forward information on South Mission Transportation policies and planning including unit thresholds.</u>

Councillor Sieben:

 Made comment on school zone traffic and will be submitting a service request based on his observations.

Councillor Gray:

 Spoke to the 100 Women Who Care meeting on January 19th at Kelowna Mercedes in support of three charitable organizations.

7. Termination

This meeting was declared terminated at 2:36 p.m.

the **City** Clerk

/acm

Mayor

Carried





Date:	January 23, 201	17		NEIOWI
RIM No.	1250-30			
То:	City Manager			
From:	Community Pla	anning Department (EW))	
Application:	Z16-0063		Owner:	Cathy Wolf
Address:	769 Barnaby Ro	b	Applicant:	Thomson Dwellings Inc.
Subject:	Rezoning Appl	ication		
Existing OCP De	signation:	S2RES – Single/ Two Ui	nit Residential	
Existing Zone:		RR2 – Rural Residential	1	
Proposed Zone:		RU1 – Large Lot Housin	ng/ RU6 – Two I	Dwelling Housing

1.0 Recommendation

THAT Rezoning Application No. Z16-0063 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of a portion of Lot A District Lot 357 Similkameen Division Yale District Plan 10457, located at 769 Barnaby Rd, Kelowna BC from the RR2 – Rural Residential 2 zone to the RU1 – Large Lot Housing zone and from the RR2 – Rural Residential 2 zone to the RU6 – Two Dwelling Housing zone as shown on Map "B" attached to the report from Community Planning, dated January 23, 2017 be considered by Council;

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

AND THAT final adoption of the Zone Amending Bylaw be considered subsequent to the issuance of Preliminary Layout Review Letter by the Approving Officer;

AND FURTHER THAT final adoption of the Zone Amending Bylaw be considered subsequent to the requirements of the Development Engineering Branch being completed to their satisfaction.

2.0 Purpose

To consider a rezoning on the subject property from the RR₂ – Rural Residential ₂ zone to the RU₁ – Large Lot Housing zone and the RU₆ – Two Dwelling Housing zone to facilitate a future subdivision.

3.0 Community Planning

The subject property has a future land use designation of $S_2RES - Single/$ Two Unit Residential in the Official Community Plan (OCP) and is zoned RR₂ - Rural Residential 2. The property is within the Permanent Growth Boundary.

Community Planning Staff support the application as the proposed rezoning to the RU1 and the RU6 zone is supported by the OCP S2Res Future Land Use Designation. Rezoning to support a future subdivision is also consistent with the OCP's permanent growth boundary policies which direct urban uses to lands within the urban portions of the City as well as the OCP's urban infill policies which aim to maximize the use of existing infrastructure and develop energy efficient settlement patterns.

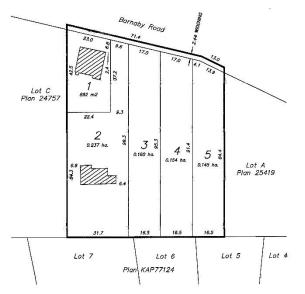


Figure 1: Proposed Subdivision Layout

4.0 Proposal

4.1 Project Description

The applicant proposes rezoning the majority of the property to the RU1 – Large Lot Housing zone and a smaller western portion of the property to the RU6 – Tow Dwelling Housing zone (*Attachment- Map B Zone Amending Map*). The property currently has a duplex and single family dwelling on the property.



Figure 2 (left). Existing single detached dwelling on the property. Figure 3 (right). Existing duplex on the property.

The rezoning will legalize the existing duplex and facilitate a future 5 lot subdivision (*Attachment A*). All servicing and technical considerations will be managed through a future subdivision and development permit application.

4.2 <u>Site Context</u>

The subject property is in the South Okanagan Mission city sector, in a suburbanized neighbourhood characterized by single family dwellings. Specifically, adjacent land uses are as follows:

Orientation	Zoning	Land Use
North	RR3 – Rural Residential 3	Residential
East	RR2 – Rural Residential 2	Residential
South	RU1 – Large Lot Housing	Residential
West	RR2 – Rural Residential 2	Residential

Subject Property Map: 769 Barnaby Rd



4.3 Zoning Analysis Table

CRITERIA RU1 ZONE REQUIREMENTS RU1 PROPOSAL RU6 ZONE REAUIREMENTS		RU6 ZONE PROPOSAL		
	Existing Lot/Subdivision Regulations			
Lot Area	550 m ²	>1450 m ²	700 m ²	892 m²
Lot Width	16.5 m	16.5 m	18.0 m	23.0 M
Lot Depth	30.0 M	>84.4 m	30.0 M	39.9 m

5.0 Current Development Policies

5.1 Kelowna Official Community Plan (OCP)

Future Land Use - Single/Two Unit Residential (SRES)¹. Single detached homes for occupancy by one family, single detached homes with a secondary suite or carriage house, semi-detached buildings used for two dwelling units, modular homes, and those complementary uses (i.e. minor care centres, minor public services / utilities, and neighbourhood parks), which are integral components of urban neighbourhoods. This designation applies to suburban hillside areas where slopes are over 20%. Subdivisions on hillsides over 20% slope will be required to rezone to a hillside zone.

Chapter 5 - Development Process

General Objective 5.3 Focus Development to designated growth areas.

Permanent Growth Boundary². Policy .1. Establish a Permanent Growth Boundary as identified on Map 4.1 and Map 5.2. The City of Kelowna will support development of property outside the Permanent Growth Boundary for more intensive use only to the extent permitted as per the OCP Future Land Use designations in place as of initial adoption of OCP Bylaw 10500, except for Agri-Business designated sites or as per Council's specific amendment of this policy. The Permanent Growth Boundary may be reviewed as part of the next major OCP update.

Compact Urban Form³. Policy .2. Develop a compact urban form that maximizes the use of existing infrastructure and contributes to energy efficient settlement patterns. This will be done by increasing densities (approximately 75 - 100 people and/or jobs per ha located within a 400 metre walking distance of transit stops is required to support the level of transit service) through development, conversion, and re-development within Urban Centres (see Map 5.3) in particular and existing areas as per the provisions of the Generalized Future Land Use Map 4.1.

6.o Technical Comments

Most of the technical comments will be addressed at subdivision preliminary layout review stage. However, the following comments are included for Council's consideration.

- 6.1 <u>Building & Permitting Department</u>
 - No comment.
- 6.2 <u>Development Engineering Department</u>
 - See attached memorandums dated November 14 and 15, 2016 (Attachment B).
- 6.3 Fire Department
 - All lots shall have access from Barnaby and be addressed off of Barnaby Rd. No concerns with zoning change.

7.0 Application Chronology

¹ City of Kelowna Official Community Plan – Future Land Use Chapter

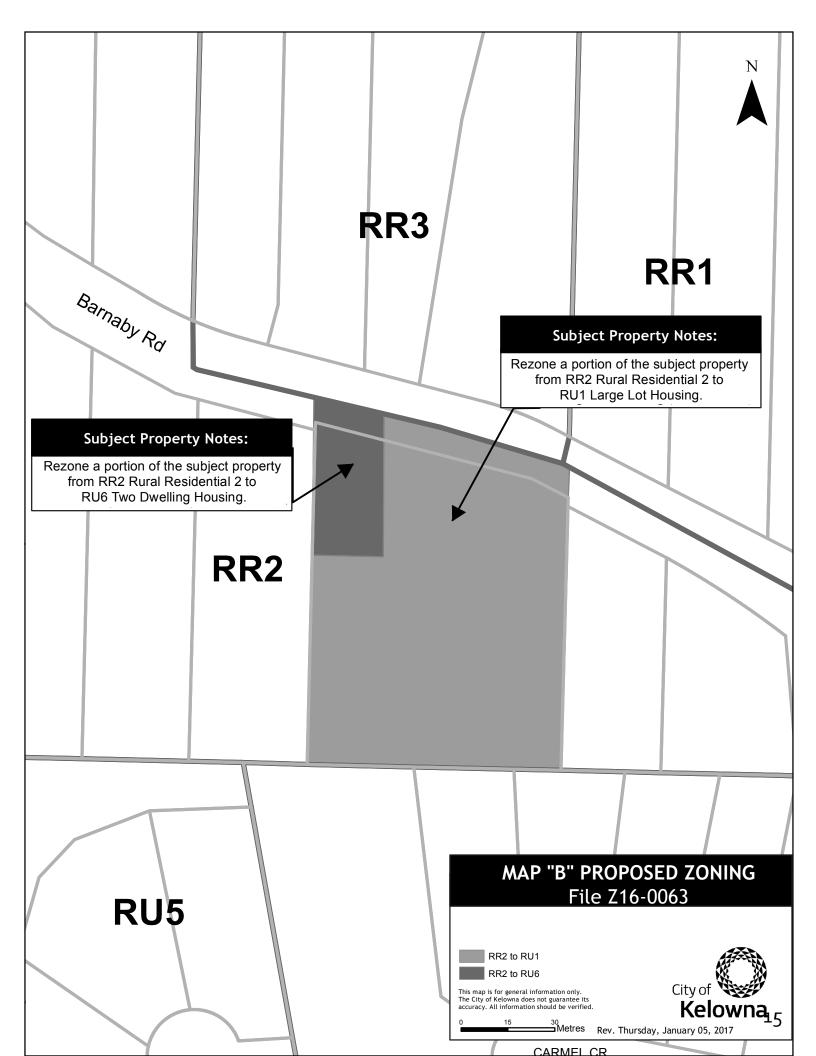
² City of Kelowna Official Community Plan, Policy 5.3.1 (Development Process Chapter)

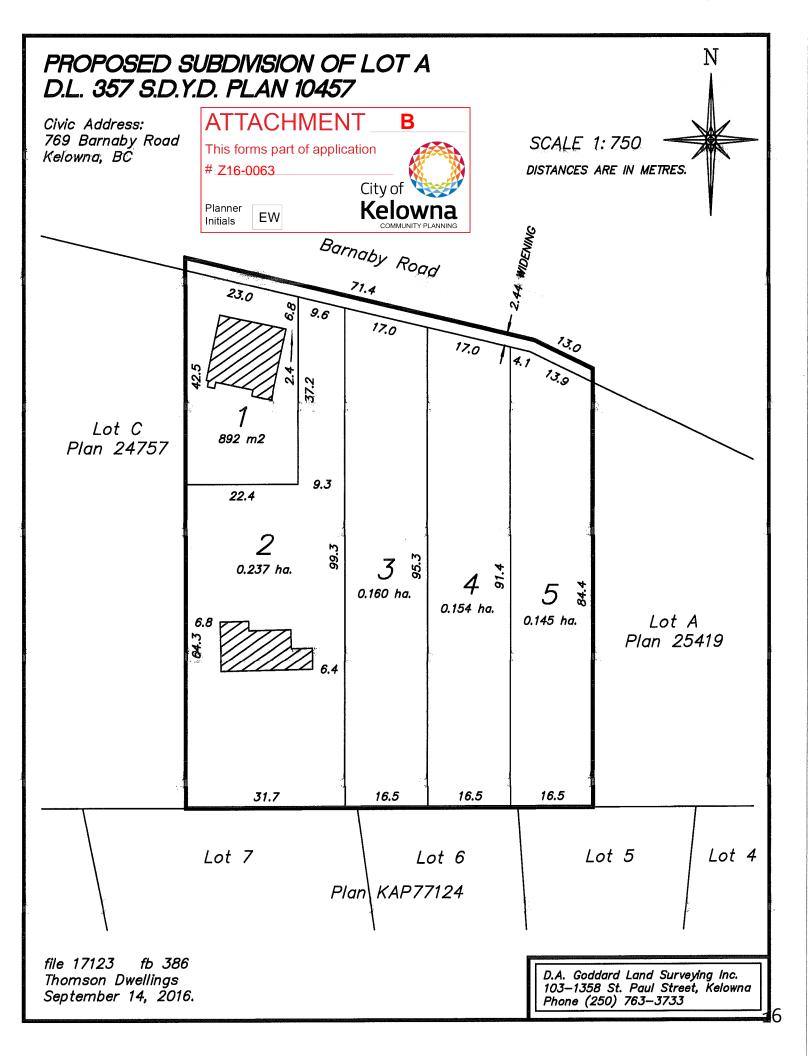
³ City of Kelowna Official Community Plan, Policy 5.3.2 (Development Process Chapter)

Date of Application Received: Date Public Consultation Received:	September 15, 2016 December 22, 2016
Report prepared by:	Emily Williamson, Planner I
Reviewed by:	Terry Barton, Urban Planning Manager
Approved for Inclusion:	Doug Gilchrist, Divisional Director, Community Planning & Real Estate

Attachments:

Map "B" Zone Amending Map Attachment A - Proposed Subdivision Plan Attachment B — Development Engineering Memorandums dated November 14 and 15, 2016





CITY OF KELOWNA

MEMORANDUM

Date: November 15, 2016

File No.: Z16-0063

To: Land Use Management (EW)

Subject: 769 Barnaby Road Lot A Plan 10457

Development Engineer Manager (SM)



The Development Engineering comments and requirements regarding this application to rezone from RR2 to RU1 & RU6 are as follows:

1. <u>General.</u>

From:

a) All the offsite infrastructure and services upgrades are addressed in the Development Engineering Report under file S16-0103.

Steve Muenz, P. Eng. / Development Engineeting Manager

JF

CITY OF KELOWNA

MEMORANDUM

Date: File No.: To: From: Subject:	November 14 2016 S16-0103 Land Use Management Department (RS) Development Engineering Manager (SM) Subdivision Application – PLR Requirements	ATTACHMEN This forms part of applica #_Z16-0063 Planner Initials EW	City of Kelo	
LOCATION: APPLICANT			ZONE	
LEGAL:	LOT A, PLAN 10457			

WORKS AND SERVICES REQUIREMENTS

The City's Development Engineering Branch will handle the Works & Services requirements identified below between time of Preliminary Layout Review (PLR) and application for Subdivision Approval. Arrangements for construction must be made before making application for Approval of a subdivision plan.

The Development Engineering Technologist for this project is John Filipenko. AScT

The following Works & Services are required for this subdivision:

.1 General

- a) Where there is a possibility of a high water table or surcharging of storm drains during major storm events, non-basement homes may be required. This must be determined by the engineer and detailed on the Lot Grading Plan required in the drainage section.
- b) Provide the Consulting Engineer with a copy of the PLR that details the Subdivision requirements.

.2 Geotechnical Report

- a) Provide a comprehensive geotechnical report, prepared by a Professional Engineer competent in the field of hydro-geotechnical engineering to address the items below: <u>NOTE</u>: The City is relying on the Geotechnical Engineer's report to prevent any damage to property and/or injury to persons from occurring as a result of problems with soil slippage or soil instability related to this proposed subdivision.
 - (i) Area ground water characteristics, including any springs and overland surface drainage courses traversing the property. Identify any monitoring required.

- (ii) Site suitability for development.
- (iii) Any special requirements for construction of roads, utilities and building structures.
- (iv) Recommendations for items that should be included in a Restrictive Covenant.
- (v) Any items required in other sections of this document.
- (vi) Recommendations for roof drains and perimeter drains.

.3 Water

- a) The property is located within the City of Kelowna water service area.
 - i) Arrange for new individual lot connections before submission of the subdivision plan, including payment of connection fees (provide copy of receipt). The existing 19mm PVC water services are substandard and therefore will need to be disconnected at the main.
 - ii) Remove any existing shared services (cross-connections)

.4 Sanitary Sewer

- a) Arrange for the installation of a 100mm diameter service connection to each lot before submission of the subdivision plan. Including payment of connection fees (provide copy of receipt). The existing service if utilized, will require the relocation of the inspection chamber to the new plroperty line.
- b) Remove any existing septic tanks or service trespasses.

.5 Drainage

- a) The property is located within the City of Kelowna drainage service area. The Subdivision, Development and Servicing Bylaw requires that each lot be provided with an individual connection; however, the City Engineer may permit use of individual ground water disposal systems, where soils are suitable. For on-site disposal of drainage water, a hydrogeotechnical report will be required complete with a design for the disposal method (i.e. trench drain / rock pit). The Lot Grading Plan must show the design and location of these systems for each lot.
- a) Provide a detailed Lot Grading Plan.

.6) Roads

- a) Barnaby Road is designated as urban class 1 collector road (City Standard SS-R5.)
- b) Dedicate road widening as indicated in the S.W. Mission Road Study (drawing A3674-68 attached). Upgrade the road frontage to a full urban standard including fillet pavement, curb and gutter, sidewalk, piped drainage system including drywells and catch-basins, street lights, and street trees. Adjust and/or re-locate existing utility appurtenances if required to accommodate this construction.

- c) Boulevards to be landscaped by the homeowner.
- d) Verify that the physical driveway access locations for the proposed lots will satisfy City requirements. Re-locate existing poles and utilities, where necessary.

.7) Power and Telecommunication Services and Street Lights

- a) The existing house is served by overhead wiring. These services must be converted to underground connections. The proposed new lot must also be serviced with underground connections.
- b) Before making application for approval of your subdivision plan, please make arrangements with FortisBC for the pre-payment of applicable charges and tender a copy of their receipt with the subdivision application for final approval.
- c) 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.

.8) Design and Construction

- a) Design, construction supervision and inspection of all off-site civil works and site servicing must be performed by a Consulting Civil Engineer and all such work is subject to the approval of the City Engineer. Drawings must conform to City standards and requirements.
- b) Engineering drawing submissions are to be in accordance with the City's "Engineering Drawing Submission Requirements" Policy. Please note the number of sets and drawings required for submissions.
- c) Quality Control and Assurance Plans must be provided in accordance with the Subdivision, Development & Servicing Bylaw No. 7900 (refer to Part 5 and Schedule 3).
- d) A "Consulting Engineering Confirmation Letter" (City document 'C') must be completed prior to submission of any designs.
- e) Before any construction related to the requirements of this subdivision application commences, design drawings prepared by a professional engineer must be submitted to the City's Works & Utilities Department. The design drawings must first be "Issued for Construction" by the City Engineer. On examination of design drawings, it may be determined that rights-of-way are required for current or future needs.

.9) Servicing Agreements for Works and Services

- a) A Servicing Agreement is required for all works and services on City lands in accordance with the Subdivision, Development & Servicing Bylaw No. 7900. The applicant's Engineer, prior to preparation of Servicing Agreements, must provide adequate drawings and estimates for the required works. The Servicing Agreement must be in the form as described in Schedule 2 of the bylaw.
- b) Part 3, "Security for Works and Services", of the Bylaw, describes the Bonding and Insurance requirements of the Owner. The liability limit is not

to be less than \$5,000,000 and the City is to be named on the insurance policy as an additional insured.

.10) Other Engineering Comments

- a) Provide all necessary Statutory Rights-of-Way for any utility corridors required, including those on proposed or existing City Lands.
- b) If any road dedication affects lands encumbered by a Utility right-of-way (such as Fortis. Gas, etc.) please obtain the approval of the utility prior to application for final subdivision approval. Any works required by the utility as a consequence of the road dedication must be incorporated in the construction drawings submitted to the City's Development Manager.

.11) Charges and Fees

Development Cost Charges (DCC's) are payable

- a) 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.
 - iii) Engineering and Inspection Fee: 3.5% of construction value (plus GST).
- b) A hydrant levy charge of **\$250.00** per lot (not required if developer installs a fire protection system mains and hydrants).

Steve Muehz, P/Eng^y Development Engineering Manager

JF

CITY OF KELOWNA

BYLAW NO. 11341 Z16-0063 — 769 Barnaby Rd

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

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

- THAT City of Kelowna Zoning Bylaw No. 8000 be amended by changing the zoning classification of Lot A, District Lot 357, SDYD, Plan 10457, located on Sunset Drive, Kelowna, B.C., from the RR2 – Rural Residential 1 Zone to the RU1 – Large Lot Housing zone and RU6 – Two Dwelling Housing zone as shown on Map B attached to and forming part of this.
- 2. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first time by the Municipal Council this

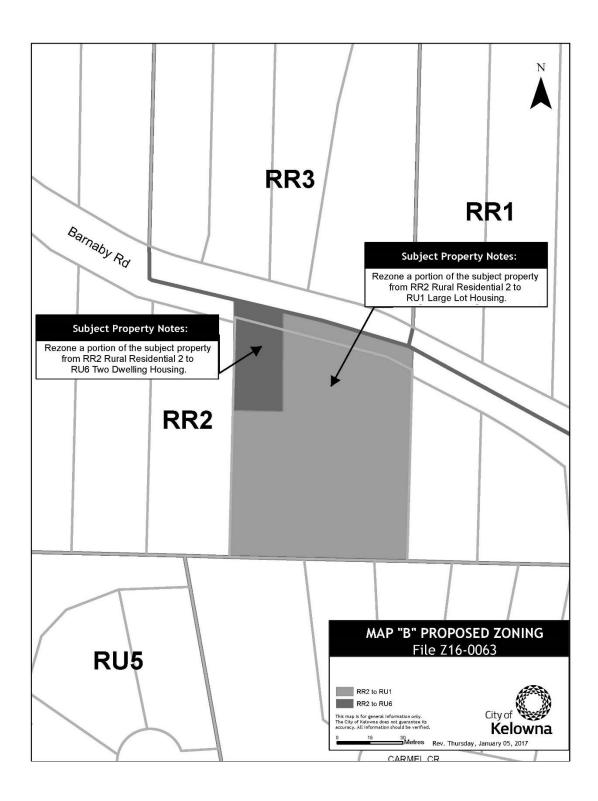
Considered at a Public Hearing on the

Read a second and third time by the Municipal Council this

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk







January 23, 201	16		Kelowna
1250-30			
City Manager			
Community Pla	anning Department (TB)		
Z16-0043		Owner:	Jonathon David Clark Tyre Heather Elizabeth Tyre
1050 Kelly Roa	d	Applicant:	Tara Tschritter
Rezoning Appli	ication		
signation:	S2RES – Single/Two Ur	nit Residential	
	RU1 – Large Lot Housin	ig	
	RU1c – Large Lot Housi	ing with Carria	ge House
	1250-30 City Manager Community Pla Z16-0043 1050 Kelly Roa	City Manager Community Planning Department (TB) Z16-0043 1050 Kelly Road Rezoning Application signation: S2RES – Single/Two Ur RU1 – Large Lot Housin	1250-30 City Manager Community Planning Department (TB) Z16-0043 Owner: 1050 Kelly Road Applicant: Rezoning Application

Recommendation 1.0

THAT Rezoning Application No. Z16-0043 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot 3, District Lot 135, ODYD, Plan 18974, located at 1050 Kelly Road, Kelowna, BC from the RU1 – Large Lot Housing zone to the RU1c – Large Lot Housing with Carriage House zone, be considered by Council;

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

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

2.0 Purpose

To rezone the subject property from RU1 – Large Lot Housing to RU1c- Large Lot Housing with carriage house.

Community Planning 3.0

Community Planning Staff support the proposed rezoning to RU1c - Large Lot Housing with Carriage House to facilitate the development of a carriage house. The rezoning is consistent with the Official Community Plan (OCP) Future Land Use of Single/Two Unit Residential and the OCP Policy for Compact Urban Growth.

The applicant's design of the carriage house is significantly higher than the RU1c zoning regulations for height. Staff advised the applicant that RU6 zoning would be more appropriate given the design, however, the applicant prefers to proceed with the request to Council for RU1c. The over-height carriage house will trigger the need for variances which will be considered by Council should the land use change be supported.

4.0 Proposal

4.1 <u>Background</u>

The subject property currently has a single family dwelling on a pie shaped lot. The dwelling was constructed in 1972. It is 1 ½ storeys in height and is located on the western side of the property with a single driveway. The lot is above average size for an RU1 or RU1c lot at over 1600 m². The lot meets the size requirements for an RU6 lot with a full second dwelling.

4.2 Project Description

The proposed rezoning would allow the subject property to construct a carriage house as a secondary use on the property. The OCP Future Land Use Designation is Single/Two Unit Residential and therefore supports this zoning, and would also support RU6 – Two Dwelling Housing to allow for a second Single Family Dwelling or Duplex-type housing.

The proposed siting of the carriage house is in the side yard in order to maintain a large rear yard for each dwelling. Parking is achieved by providing two stalls in the garage component of the carriage house with a third stall located beside the garage for tenant use.

The proposed design features a lower level garage and storage space, with upper level living space. The design includes a butterfly roof and a large covered balcony. The applicant has stated that this roof design allows increased volume of space without increasing the footprint, and would allow for increased storage space.

4.3 <u>Variances</u>

The carriage house as proposed does require Council approval of 3 variances pending the adoption of the rezoning. The first variance is due to the siting of the carriage house in the side yard rather than in the rear yard. The other two variances are related to the carriage house being over-height at midpoint (6.8₃m) and at peak (7.98m) due to a unique roof design. Community Planning Staff will be preparing a Report to Council that recommends support for the side yard variance but does not recommend support for the height variances. Due to the shape of the lot, the carriage house is more suited to be located in the side yard. However, the height variances could be avoided with an alternate roof design. Alternately, the applicant could rezone to RU6 which would allow the height without a variance or a redesign. However, rezoning to RU6 would trigger increased costs in Development Cost Charges, servicing, and frontage improvements.

The Development Permit and Development Variance Permit will be considered prior to 4th reading of the zoning by Council.



Figure 1: Conceptual Rendering

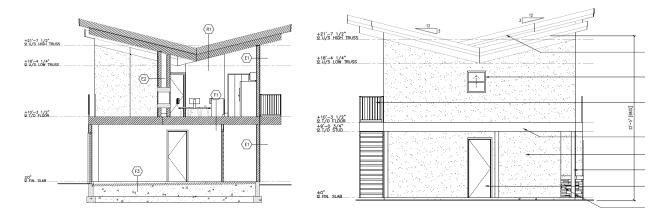


Figure 2 & 3: Section and Side Elevation

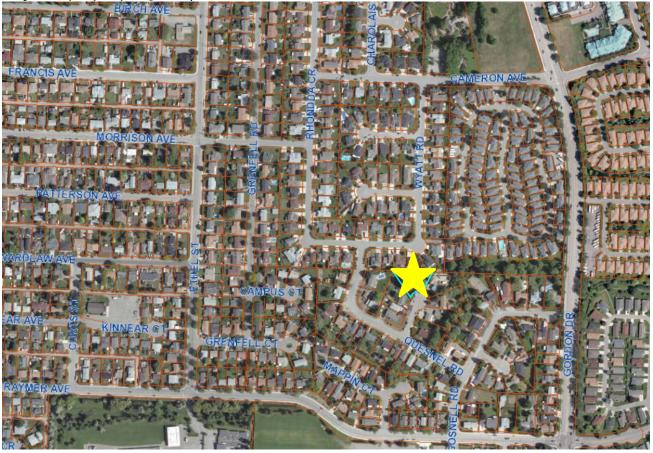
4.4 Site Context

The subject property is on the north end of a cul-de-sac called Kelly Road. It is located in the South Pandosy – K.L.O. Sector and is within the Permanent Growth Boundary. It is located within walking distance to Okanagan College and Guisachan Village. The property earns a walkscore of 60 meaning it is somewhat walkable.

Orientation	Zoning	Land Use
North	RU1 – Large Lot Housing	Residential
East	RU1 — Large Lot Housing	Residential
South	RU1 — Large Lot Housing	Residential
West	RU1 – Large Lot Housing	Residential

Specifically, adjacent land uses are as follows:

Subject Property Map: 1050 Kelly Road



4.5 Zoning Analysis Table

CRITERIA	RU1c ZONE REQUIREMENT	PROPOSAL		
Subdivision Regulations / Existing Lot				
Minimum Lot Width	16.5 m	24.73 M		
Minimum Lot Depth	30.0 m	32.7 M		
Minimum Lot Area	550 m²	1618.74 m ²		
	Development Regulations			
Maximum Total Site Coverage (buildings)	40%	17%		
Maximum Total Site Coverage (buildings, driveways & parking)	50%	32%		
Carria	age House Development Regulatio	ns		
Maximum Accessory Site Coverage	14%	6%		
Maximum Accessory Building Footprint	90 m²	90 m²		
Maximum Net Floor Area	90 m²	60 m ²		
Maximum Net Floor Area to Principal Building	75%	36.5%		

CRITERIA	RU1c ZONE REQUIREMENT	PROPOSAL	
Maximum Upper Storey Floor Area to Building Footprint	75%	66.7%	
Maximum Height (to mid-point)	4.8 m	6.83 m 0	
Maximum Height (to peak)	Peak of principal dwelling (5.79m)	7.98 m 9	
Minimum Front Yard	To be located in rear	Located at side 🖲	
Minimum Side Yard (east)	2.0 M	3.96 m	
Minimum Side Yard (west)	2.0 M	>2.0 M	
Minimum Rear Yard	2.0 M	7.5 M	
Minimum Distance to Principal Building	3.0 M	6.4 m	
	Other Regulations		
Minimum Parking Requirements	3 stalls	3 stalls	
Minimum Private Open Space	30 m² per dwelling	> 30 m² per dwelling	
• Indicates a requested mid-point height variance from 4.8m required to 6.83 proposed			
Indicates a requested maximum height variance from 5.79m to 7.98m			
Indicates a requested variance to allow a carriage house located at the side of the principal dwelling			

5.0 Current Development Policies

5.1 Kelowna Official Community Plan (OCP)

Development Process

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

6.o Technical Comments

6.1 <u>Building & Permitting Department</u>

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

6.2 <u>Development Engineering Department</u>

• Please see attached Schedule "A" dated July 25, 2016

6.3 Fire Department

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

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

6.4 FortisBC Electric

- There are FortisBC Inc (Electric) ("FBC(E)") primary distribution facilities along Kelly Road. The applicant is responsible for costs associated with any change to the subject property's existing service, if any, as well as the provision of appropriate land rights where required.
- Otherwise, FBC(E) has no concerns with this circulation.
- In order to initiate the design process, the customer must call 1-866-4FORTIS (1-866-436-7847). It should be noted that additional land rights issues may arise from the design process but can be dealt with at that time, prior to construction.

7.0 Application Chronology

Date of Application Received:July 4, 2016Date Public Consultation Completed:August 1, 2016

Report prepared by:	Trisa Brandt, Planner I
Reviewed by:	Terry Barton, Urban Planning Manager
Reviewed by:	Ryan Smith, Community Planning Department Manager
Approved for inclusion:	Doug Gilchrist, Divisional Director, Community Planning &
	Real Estate

Attachments:

Schedule "A": Development Engineering Memorandum dated July 25, 2016 Attachment "A": Site Plan & Floor Plans Attachment "B": Conceptual Elevations Attachment "C": Applicant Design Rationale



CITY OF KELOWNA

MEMORANDUM

 Date:
 July 25, 2016

 File No.:
 Z16-0043

 To:
 Community Planning (TB)

From: Development Engineering Manager

Subject: 1050 Kelly Road

RU1c

Development Engineering has the following comments and requirements associated with this application to rezone from RU1 to RU1c.

1. Domestic Water and Fire Protection

Our records indicate this property is currently serviced with a 19mm-diameter water service. The service is adequate for the proposed application.

2. <u>Sanitary Sewer</u>

Our records indicate that this property is serviced with a 100mm-diameter sanitary sewer service. The service is adequate for the proposed application.

3. Development Permit and Site Related Issues

Direct the roof drains into on-site rock pits.

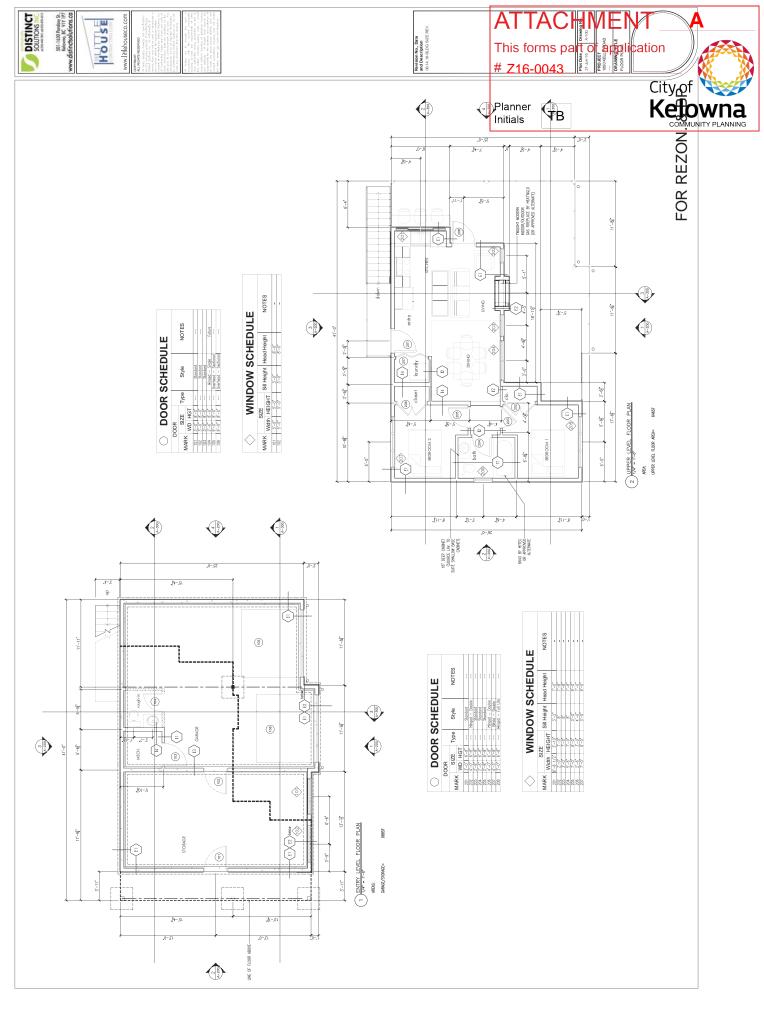
4. <u>Electric Power and Telecommunication Services</u>

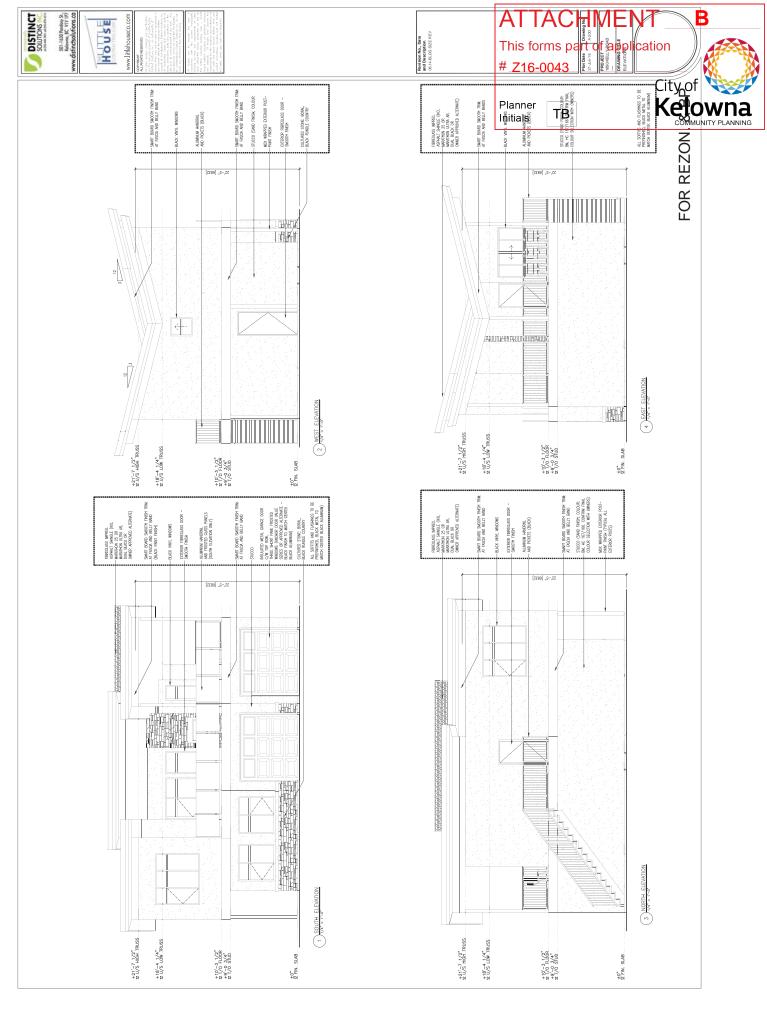
It is the applicant's responsibility to make a servicing application with the respective electric power, telephone and cable transmission companies to arrange for service upgrades to these services which would be at the applicant's cost.

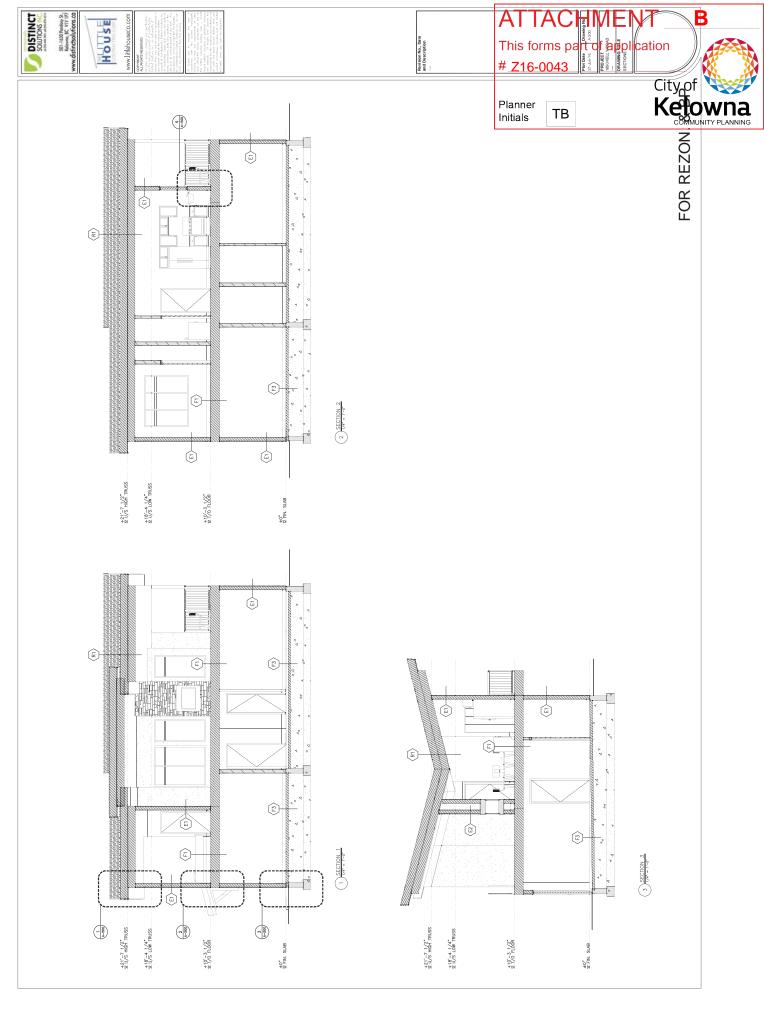
Purvez Irani, MS, P Eng., PTOE Development Engineering Manager

SS











Design Rationale – 1050 Kelly Road

Little House Contracting, on behalf of our clients, Jock and Heather Tyre, are applying to build a carriage home at 1050 Kelly road. In order to do so, the lot needs to be rezoned from RU1 to RU1-C and have three zoning variances. The first variance would allow for the carriage home to be built in the side yard of this pie-shaped lot, as there is large unused space at the side, not the back. This location will also allow for direct access to the cul-de-sac. The second and third variances are for the height and midpoint of the roofline of the proposed building.

The lot is perfectly positioned for rezoning to RU1-C. The property is off of Raymer Avenue, between Ethel and Gordon, half a block from the RU6 zone that allows for carriage homes. The lot is .4 of an acre (1618 sq m), ample space for a secondary dwelling. There is an extreme shortage of rental properties in Kelowna at this time. Adding a rental in such close proximity to the amenities of Pandosy and Guisachan Villages, Okanagan Lake, the hospital and the college makes good sense.

Three variances are required. The first variance is needed to allow the dwelling to be constructed in the side yard. This is important so that the home has access to the street for off road parking purposes and emergency vehicle requirements. The fact that the new dwelling will have garage parking and storage space below will allow clean-up of an area of yard this currently awkward for upkeep and cluttered due to lack of storage. Currently there is only driveway and carport parking. The garage will hide two cars and all storage from street view. The site location of the building is sensitive to the rear neighbors and preserves their rear yard privacy (7.5 m as opposed to the required 2 m).

The second and third variances are for the height of the building and the midpoint of the roof. The modern style of the structure does not incorporate dormers which prevents it from meeting height restrictions. Aesthetically, this style will enhance the look of the existing neighborhood and ties in nicely with the 70s and 80s homes. The carriage home is rectangular like the other homes, but with more of a modern twist. The style of roof allows for easy incorporation of simple grey water systems to irrigate the landscaping. This is a benefit in the Okanagan with our annual water restrictions. The height is important for storage in both the garage and the small rental unit. Using height maximizes the volume of the space without increasing the footprint. Finally, the vaulted ceilings in the small homes are beneficial for creating a more open feeling. This decreases feelings of claustrophobia and depression for tenants in winter months. Happy neighbors make good neighbors.

The roof style (hence the height) and overall building concept for the carriage home is a design that is more sensitive to our environment in addition to making monthly living costs more

affordable. The design takes into account many of today's sustainable characteristics as well as passive heating and cooling best practices, namely:

1. Orientation of kitchen on the east side of the home where early warming sunlight enters the home and adds to person comfort.

2. Reducing the exterior penetration on both the north and west facing walls thereby eliminating the excessive solar gain often experienced on the west and providing excellent insulation value along the north where windows eliminating loss of conditioned interior air (whether cooled or heated).

3. Exaggerated overhangs on the east and south portion of the carriage home reduce excessive solar gain in the summer while allowing warming sun into the home when the sun is lower in the sky during winter months.

4. Provision of majority of glazing along the south wall to allow solar gain in the home when preferred as well as to allow natural light to bathe the home thereby reducing the use of artificial light during typical daylight hours.

Generally speaking, orienting the longest portion of the home east to west with glazing oriented along the south wall as well as incorporating overhangs and reduced openings along the north will help with the energy performance of the home. Additionally, the home's compact shape and form help reduce raw material use and will also contribute to energy efficiency of the home. Building environmentally conscious structures not only impacts the immediate neighbourhood in which it is built, but the larger community and the world in which we live.

Little House contracting takes pride in the fact that we guide our clients through the process of their carriage home design to ensure the home reflects the character of the neighborhood in which it is being built and the principal dwelling on the lot upon which they intend to build. Homes on Kelly Road were built between the 1970s and 1980s with this existing dwelling being constructed in 1972. The neighboring house at 1060 Kelly road is currently being completely remodeled from the studs, effectively creating a new 2016 home. As such, the design of the carriage home includes architectural elements such as a vaulted style roof, stucco finish and a two story design.

It is important to note that the massing of this carriage home build is in proportion to the design of the buildings in the neighborhood. The 70s and 80s homes are typically 2000 to 3000 sq ft (185-279 sq m), much larger than the 800 to 1400 sq ft (74-130 sq m) homes in the mid-century neighborhoods with carriage homes. Despite the difference in size of the existing homes in this particular neighborhood, the carriage home still has a footprint under the

required 90 sq m. This footprint contains the garage, storage, a small two bedroom rental suite and a beautiful outdoor living space. We did not need to increase the footprint of the building in order to achieve this, only the height. The massing is in proportion with the existing homes in the neighborhood.

Landscaping themes are in line with neighborhood standards, maintaining lawn and garden space in the rear yard. Building setbacks, scale and materials are all within the RU1-C zoning requirements. The design of the carriage home allows for the preservation of an abundance of usable outdoor space. There is over 464 sq meters of open space on the property leaving 232 sq meters of open space for the carriage home and 232 for the main home. The large tree cherry tree behind the carriage home on left rear side will be maintained for shade and privacy. All of the trees in the back and front yards of the existing home will be maintained. New privacy trees will be planted between the carriage home and the neighboring property. Shrubs will be planted in the front yard to separate the carriage home space from the existing home space. All new landscaping will be drought tolerant. Stepping stones from the driveway to the sidewalk of the existing home will be placed to create a path between the two buildings.

The streetscape is enhanced due to the high quality of design and architectural detail in the street facing elevation of the carriage home. The privacy of adjacent properties is not affected by the construction of the carriage home as all of the large windows are facing the street. There is a small kitchen widow that opens on to the side deck on the east elevation of the building. This window will not infringe on the privacy of the neighbors as there is a deck and railing space to obscure the sight line. The outdoor deck space at the front of the building that faces the street will be the area most utilized by tenants as they enjoy the indoor/outdoor fireplace behind the privacy of a frosted glass railing. The north facing elevation (backyard) has the staircase and entrance to the home and one window. The established cherry tree in the back yard as well as the generous 7.5 meter setback (in contrast to the required 2 meter setback for carriage homes on lots with no lane) will ensure no privacy issues for the neighbors to the rear of the property.

The building will cast shadow into the space between the carriage home and the existing house in the morning and onto the driveway of the neighboring property (1060 Kelly rd) in the afternoon creating no impact on private open space of neighboring dwellings. The new carriage home dwelling incorporates an abundance of daylight throughout the day via large south facing windows. Direct sunlight is avoided in the hot afternoon as there are no windows on the west elevation of the building.

Light fixtures will be placed in front of the garage to light the driveway. Lighting at the side entrance to the storage area and alongside the pathway and stairs to the carriage home entrance will be directed down towards to pathway as not to disturb the neighbors. There is an existing fence beside the pathway to the carriage home entrance and privacy trees will also be planted to mitigate any light pollution.

Parking for the carriage home and main home will be incorporated into the new structure. Two large parking spaces for the main home will be within the closed garage. An additional parking spot for the carriage home will be along the east side of the dwelling for ease of access to the carriage home entrance.

All gas, electrical and mechanical equipment housings are not visible from the road.

CITY OF KELOWNA

BYLAW NO. 11342 Z16-0043 – 1050 Kelly Road

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

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

- THAT City of Kelowna Zoning Bylaw No. 8000 be amended by changing the zoning classification of Lot 3, District Lot 135, ODYD, Plan 18974 located on Kelly Road, Kelowna, B.C., from the RU1 – Large Lot Housing zone to the RU1c – Large Lot Housing with Carriage House zone.
- 2. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first time by the Municipal Council this

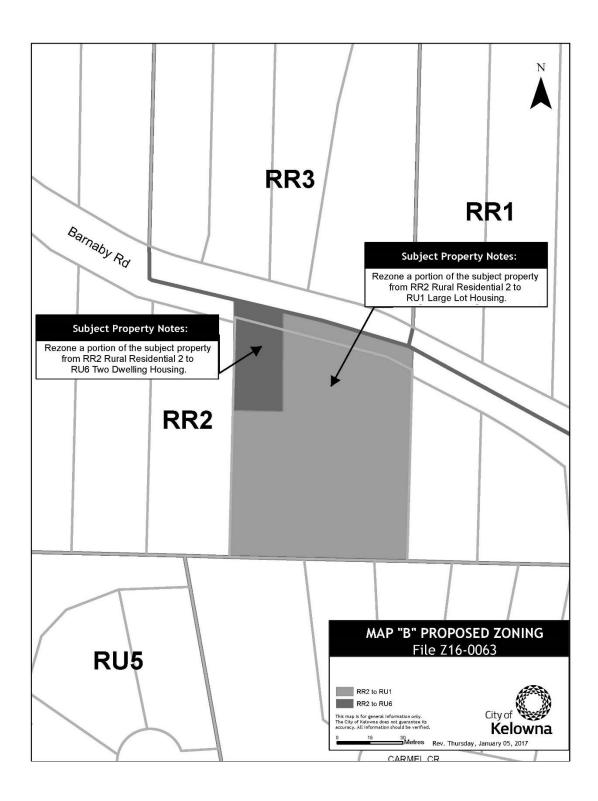
Considered at a Public Hearing on the

Read a second and third time by the Municipal Council this

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk







Date:	January 23, 20:	17		
RIM No.	1250-30			
То:	City Manager			
From:	Community Pla	anning Department (TH))	
Application:	Z16-0060		Owner:	Cindy Netzlaw, Thomas Netzlaw
Address:	4039 Lakeshor	e Road	Applicant:	Thomas Netzlaw
Subject:	Rezoning Appl	ication		
Existing OCP De	esignation:	S2RES - Single/Two Ur	nit Residential	
Existing Zone:		RU1 – Large Lot Housi	ng zone	
Proposed Zone:	: RU2 – Medium Lot Ho		using zone	

1.0 Recommendation

THAT Rezoning Application No. Z16-0060 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of a portion of Lot 1 Section 6 Township 26 ODYD Plan 9339, located at 4039 Lakeshore Road Kelowna, BC from the RU1 – Large Lot Housing zone to the RU2 – Medium Lot Housing zone as shown on Map "A" attached to the Report from the Community Planning Department dated January 23, 2017, be considered by Council;

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

2.0 Purpose

To rezone the subject property from the RU1 – Large Lot Housing zone to the RU2 – Medium Lot Housing zone to facilitate a three lot subdivision.

3.0 Community Planning

Community Planning supports the proposed rezoning from the RU1 – Large Lot Residential zone to the RU2 – Medium Lot Housing zone as the proposed zone meets the Future Land Use Designation of Single/Two Unit Residential. The two new lots that will be created along Belmont Road will meet the zoning requirements for an RU2 lot, and will continue a similar housing form to the established neighbourhood.

The proposed application meets Official Community Plan goals including sensitive infill, complete streets and compact urban form (see Section 5.1 Current Development Policies).

4.0 Proposal

4.1 Background

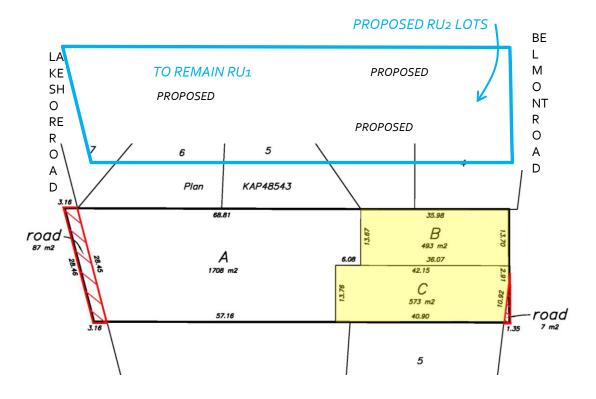
The o.7-acre subject parcel fronts both Lakeshore Road and Belmont Road. The parcel currently contains one single family dwelling, fronting on Lakeshore Road. The parcel is located within both the Okanagan Floodplain and Comprehensive Development Permit areas.

4.2 Project Description

The proposal is to rezone the east portion of the subject parcel that fronts Belmont Road (shown in yellow below). The intent is to create two RU₂ – Medium Lot Housing zoned lots fronting Belmont Road, shown as Lot B and C on Map 1 with the re (Lot A, fronting Lakeshore Road) retaining the RU₁ – Large Lot Housing zone.

This application will trigger road frontage dedication along both Lakeshore and Belmont Roads. A 3.16m dedication along Lakeshore Road and a 1.39 m portion of the subject property along Belmont Road will be dedicated in favor of the City (shown in red on Map 1). No variances are being tracked at this point as part of the application.

Map 1: Proposed Lot Layout



4.3	Zoning Analysis Table
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CRITERIA	REQUIREMENTS	PROPOSAL			
RU1	RU1 Zone Subdivision Regulations - Lot A				
Lot Area	550 m²	1,708 m ²			
Lot Width	16.5 m	27.4 M			
Lot Depth	30.0 M	54.0 M			
RU2 Zone Subdivision Regulations – Lots B & C					
Lot Area	400 m ²	$Lot B - 493 m^2$			
	400 111	Lot C - 573 m ²			
Lot Width	13.0 m Lot B – 13.7 m Lot C – 13.7 m	Lot B – 13.7 m			
		Lot C – 13.7 m			
Let Death	30.0 m Lot B – 36.0 m Lot C – 40.9 m	Lot B – 36.0 m			
Lot Depth		Lot C – 40.9 m			

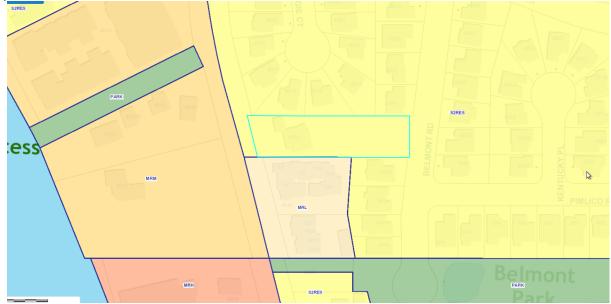
4.4 Site Context

The subject parcel is located in the North Mission/Crawford Sector of the City on the east side of Lakeshore Road. The property has a Future Land Use designations of Single/Two Unit Residential, with Single/Two Unit Residential and Multiple Unit Residential (Low Density) on adjacent parcels (see Map 2).

Single family residential land use exists to the north, east, and south. Multiple family residential exists to the south along Lakeshore Road. City services including water, storm and sanitary exist along both frontage roads.

A number of requirements are triggered with the proposed rezoning and subsequent subdivision applications. As the rezoning application is to facilitate a three lot subdivision, Community Planning is deferring all Development Engineering requirements of the rezoning to the subdivision stage of application. The Preliminary Layout Review letter will outline all requirements which include Development Engineering items such as road dedication, frontage upgrades, service connections and Development Cost Charges. Final Reading of this rezoning application will be one requirement of the proposed three lot subdivision.

Map 2: Future Land Use



Adjacent land uses are as follows:

Orientation	Zoning	Existing Land Use	Future Land Use
North	RU2 —Medium Lot Housing zone	Single family residential	S2RES - Single / Two Unit Residential
East	RU2 —Medium Lot Housing zone	Single family residential	S2RES - Single / Two Unit Residential
South	RU1 - Large Lot Housing zone and RM2 - Low Density Row Housing zone	Single family and multi- family residential	S2RES - Single / Two Unit Residential and MRL – Multiple Unit Residential (Low Density)
West	RU1 - Large Lot Housing zone	Single family residential	MRM – Multiple Unit Residential (Medium Density)

Z16-0060 – Page 5



Map 3: Neighbourhood Context

Map 4: Subject Property



5.0 Current Development Policies

5.1 Kelowna Official Community Plan (OCP)

Development Process

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

Staff Note: The two proposed RU2 zoned lots located on Belmont Road are within 310 m walking distance of the bus stops along Lakeshore Road, and 430 m walking distance from the bus stops along Gordon Road. Both of these routes are Primary Transit Network routes which mean there is service every 15 minutes, 15 hours a day, 7 days a week. A City park is located 90 m away, and commercial amenities are 300 m away. As such, the increase in lots in the area not only meet zoning regulations for the S2RES appropriate zone, but also provide new residents many amenities within walking distance.

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

Staff Note: Although the two proposed lots along Belmont Road will be a lesser width than adjacent parcels, the single family dwelling will remain the only permitted building form along the established street.

Complete streets. ³ Ensure new roads are built as complete streets that incorporate sidewalks and on street bike lanes on arterial and major collector roads and off-road bike paths as per the Active Transportation Plan and provides for efficient transit service, as well as space to include landscaping.

Staff Note: Requirements of the proposed subdivision include construction or cash in lieu for sidewalks along Belmont Road, currently no sidewalks exist on either side of Belmont. Requirements for dedication of 3.16 m of frontage along Lakeshore Road will provide for future sidewalk, bike lane, landscaping for the Lakeshore Multi-Use Corridor network.

6.o Technical Comments

6.1 Development Engineering Department

All requirements for the proposed rezoning and subdivision development are to be fulfilled at time of Final Subdivision of the parcel into three lots. These requirements include road dedication, frontage improvements and service connections.

¹ City of Kelowna Official Community Plan, Policy 5.3.2 (Development Process Chapter).

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

³ City of Kelowna Official Community Plan, Objective 7.6.2 (Infrastructure Chapter).

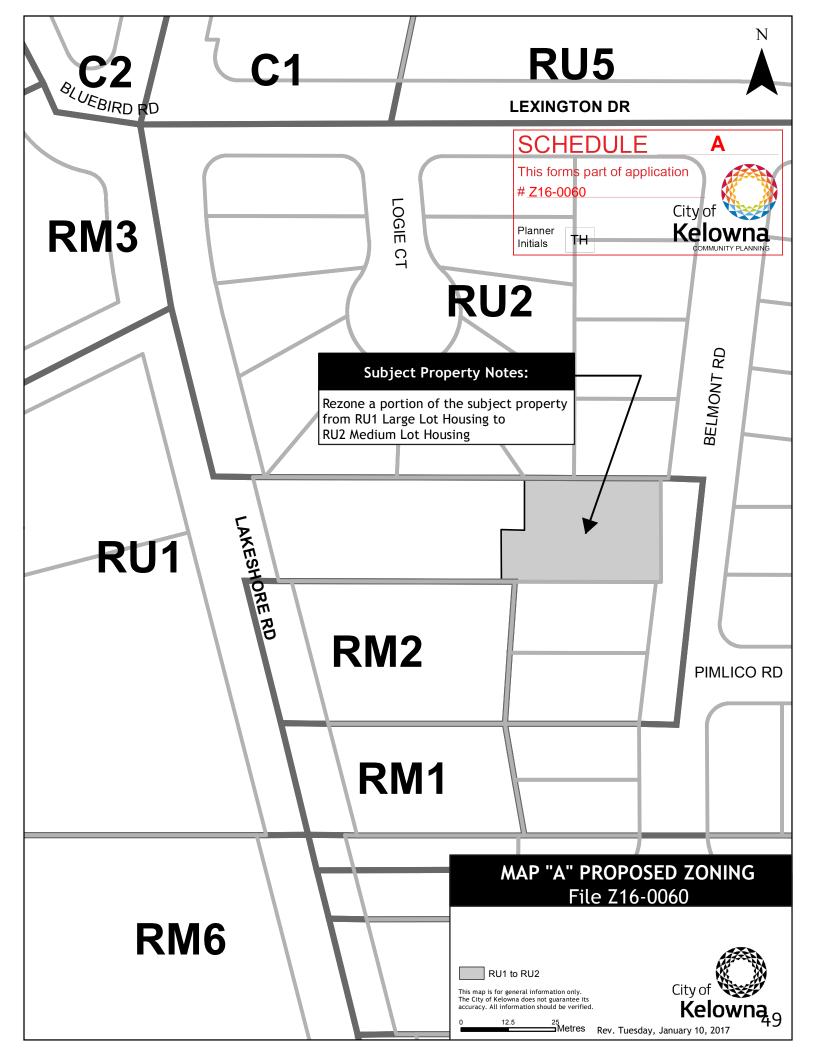
7.0 Application Chronology

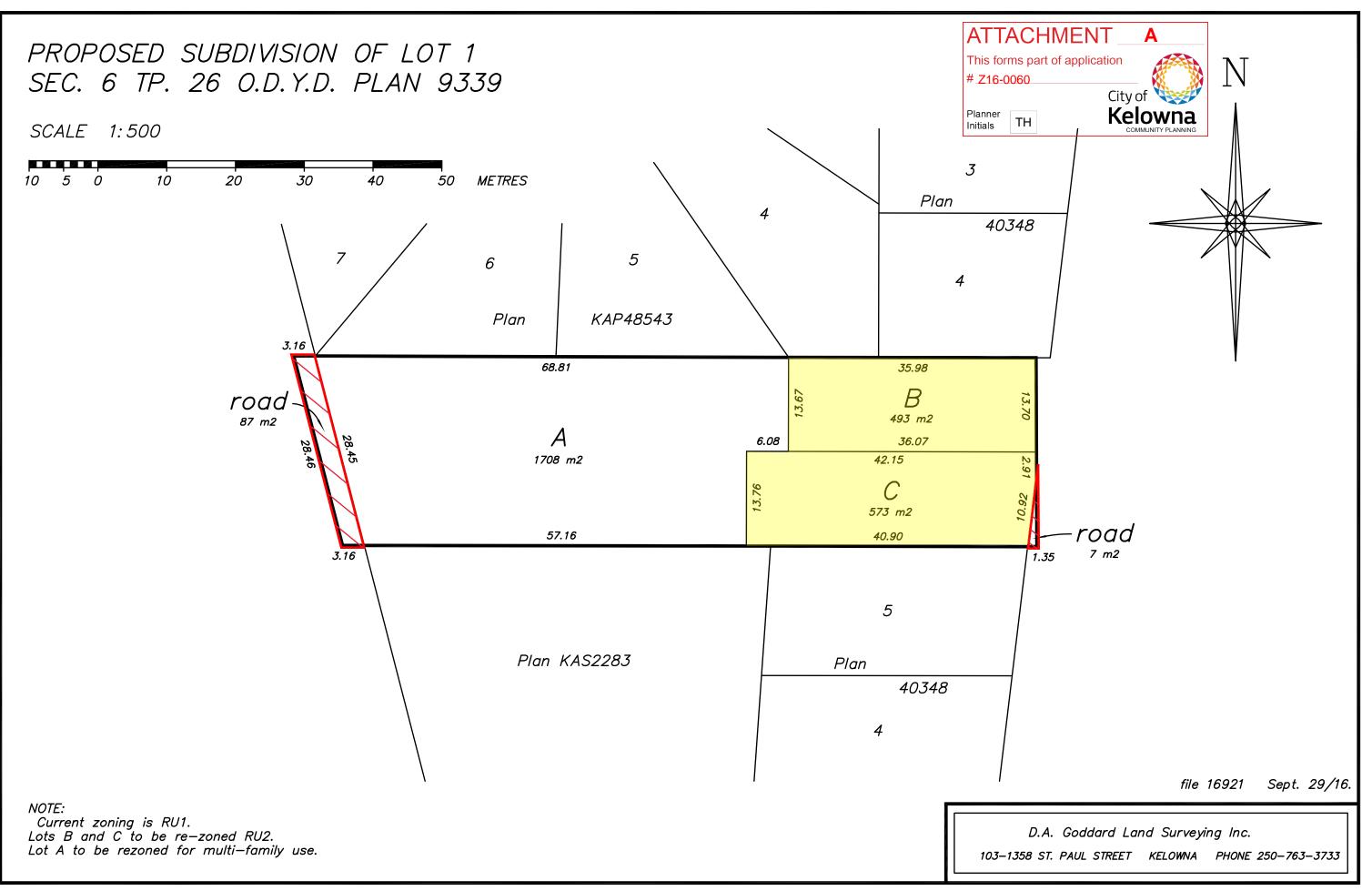
Date Application Received:	September 15, 2016
Date Revised Application Received:	October 4, 2016
Date Referral Comments Received:	October 24, 2016
Date Public Consultation Completed:	November 10, 2016

Report prepared by:	Tracey Hillis, Planner
Reviewed by:	Todd Cashin, Subdivision, Suburban and Rural Planning Manager
Approved for Inclusion:	Doug Gilchrist, Divisional Director, Community Planning & Real Estate

Attachments:

Map "A":	Zoning Map
Attachment "A":	Proposed Subdivision Sketch
Attachment "B":	Development Engineering Memorandum





TTACHMENT

Z16-0060

City of Application City of **Kelowna**

Β

CITY OF KELOWNA

Planner Initials TH

MEMORANDUM

Date:
File No.:October 24, 2016
Z16-0060To:Community Planning (TH)From:Development Engineering Manager (SM)Subject:4039 Lakeshore RdRU1 & RU2

Development Engineering has the following comments and requirements associated with this application.

1. <u>General</u>

Road dedication & frontage improvements are triggered by this rezoning application. The requirements include curb and gutter, storm drainage system and pavement widening. Also required is a landscaped boulevard, street lighting and the re-location or adjustment of utility appurtenances if required to accommodate the upgrading construction. The cost of this construction is at the applicant's expense.

The proposed redevelopment includes the subject parcel being subdivided into three lots. A subdivision application will require service upgrades that include the installation of additional services. The work will require road cuts and boulevard and pavement restoration. Development Engineering is prepared to defer the requirements of the rezoning to the subdivision stage.

Steve Muenz, F Eng.

Development Engineering Manager

SS

CITY OF KELOWNA

MEMORANDUM

Date: October 24, 2016

File No.: \$16-0047

To: Community Planning (TH)

From: Development Engineering Manager (SM)

Subject: Subdivision Application – PLR Requirements

	4039 Lakeshore Rd Tom & Cindy Netzlaw	ZONE RU1/F	
LEGAL:	Lot 1 Plan 9339		

The City's Development Services Department will handle the Works & Services requirements identified below between time of Preliminary Layout Review (PLR) and application for Subdivision Approval. Arrangements for construction must be made before making application for Approval of a subdivision plan. The Development Engineering Technician for this project is <u>Sergio Sartori</u>.

.1) General

a) This proposed subdivision may require the installation of centralized mail delivery equipment. Please contact Rick Ould, Delivery Planning Officer, Canada Post Corporation, 530 Gaston Avenue, Kelowna, BC V1Y 2K0 to obtain further information and to determine suitable location(s) within the development.

.2) Geotechnical Report

As a requirement of this application and building permit approval the applicant must provide a comprehensive geotechnical report prepared by a Professional Engineer qualified in the field of hydro-geotechnical survey to address the following:

- (a) Area ground water characteristics, including water sources on the site.
- (b) Site suitability for development; i.e. unstable soils, foundation requirements 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.

.3) Water

- a) The property is located within the City of Kelowna service area. The existing PVC water service will need to be upgraded to a 19mm copper service for the Lakeshore Rd lot.
- b) New water services can be provided for the Belmont Rd lots at the applicant's cost prior to subdivision approval. The applicant will be required to sign a Third Party Work Order for the cost of the new service requirements. For estimate inquiry's please contact Sergio Sartori at <u>ssartori@kelowna.ca</u> or phone <u>250-469-8589.</u> Or arrange for lot connections before submission of the subdivision plan.

.4) Sanitary Sewer

a) The Lakeshore Rd lot is serviced with a 100mm diameter service which is acceptable. New sanitary services can be provided for the Belmont Rd lots at the applicant's cost prior to subdivision approval. The applicant will be required to sign a Third Party Work Order for the cost of the new service requirements. For estimate inquiry's please contact Sergio Sartori at <u>ssartori@kelowna.ca</u> or phone <u>250-469-8589.</u>

.5) Drainage

- a) The property is located within the City of Kelowna drainage service area. The Subdivision, Development and Servicing Bylaw requires that each lot be provided with an individual connection; however, the City Engineer may permit use of individual ground water disposal systems, where soils are suitable. For on-site disposal of drainage water, a hydro geotechnical report will be required complete with a design for the disposal method (i.e. trench drain / rock pit). The Lot Grading Plan must show the design and location of these systems for each lot.
- b) The development is required to contain and dispose of site generated storm drainage on the site by installing a ground recharge system designed by the consulting civil engineer. The existing lot does not presently have a storm drainage service.

.6) Roads

- a) Lakeshore Road frontage must be upgraded to a full urban standard including curb, gutter, sidewalk, fillet pavement, street lights, storm drainage, landscaping and adjustment and/or re-location of existing utility appurtenances if required to accommodate this construction.
- b) Belmont Road frontage must be upgraded to a full urban standard including sidewalk and adjustment and/or re-location of existing utility appurtenances if required to accommodate this construction.
- c) Re-locate existing poles and utilities, where necessary.

.7) Road Dedication and Subdivision Requirements

By registered plan to provide the following:

- a) Dedicate ~3.2m width along the full frontage of Lakeshore Rd. the existing fence and gate post must be removed.
- b) Dedication on Belmont Rd to adjust property line to match existing adjacent properties.
- c) Grant statutory rights-of-way if required for utility services.

.8) 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) Streetlights must be installed on all roads.
- c) 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.
- d) 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.
- e) Re-locate existing poles and utilities, where necessary. Remove aerial trespass (es).

.9) Site Related Issues

Access and Manoeuvrability

i) Furthermore, it is advised that in the future, access and egress to and from the site may be restricted to right-in and right-out due to a future median.

.10) Other Engineering Comments

- a) Provide all necessary Statutory Rights-of-Way for any utility corridors required, including those on proposed or existing City Lands.
- b) If any road dedication affects lands encumbered by a Utility right-of-way (such as Terasen, etc.) please obtain the approval of the utility prior to application for final subdivision approval. Any works required by the utility as a consequence of the road dedication must be incorporated in the construction drawings submitted to the City's Development Manager.
- c) Only the service upgrades must be completed at this time. The City wishes to defer the frontage upgrades to Lakeshore Rd & Belmont Road fronting this development. Therefore, cash-in-lieu of immediate construction is required and the City will initiate the work later, on its own construction schedule.

i) Item	Lakeshore Road	Cost
Curb &	Gutter	\$ 2,832.00
Sidew	alk	\$ 3,540.00
Draina	ge	\$ 4,434.00
Street	Lighting	\$ 956.00
Landscape Boulevard		\$ 1,062.00
Road Fillet		\$ 2,974.00
Total ii)	Belmont Road	\$15,797.00
ltem		Cost
Sidewalk		\$ 3,540.00
Total		\$ 3,540.00

.11) Charges and Fees

- a) Development Cost Charges (DCC's) are payable
- b) Fees per the "Development Application Fees Bylaw" include:
 - i) Survey Monument Fee of \$100.00 (\$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 **\$500.00** (250.00 per new lot).
- d) Utility services upgrades; to be determined.
- e) The City wishes to defer the construction of frontage improvements on Lakeshore Rd & Belmont Rd which is premature at this time. Therefore, cash-in-lieu of immediate construction is required and the City will initiate the work later, on its own construction schedule. The cash-in-lieu amount is determined to be **\$19,337.00**

Steve Muenz, P. Éng. Development Engineering Manager

SS

CITY OF KELOWNA

BYLAW NO. 11343 Z16-0060 — 4039 Lakeshore Road

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

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

- THAT City of Kelowna Zoning Bylaw No. 8000 be amended by changing the zoning classification of a portion of Lot 1, Section 6, Township 26, ODYD, Plan 9339 located on Lakeshore Road, Kelowna, B.C., from the RU1 – Large Lot Housing zone to the RU2 – Medium Lot Housing zone.
- 2. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first time by the Municipal Council this

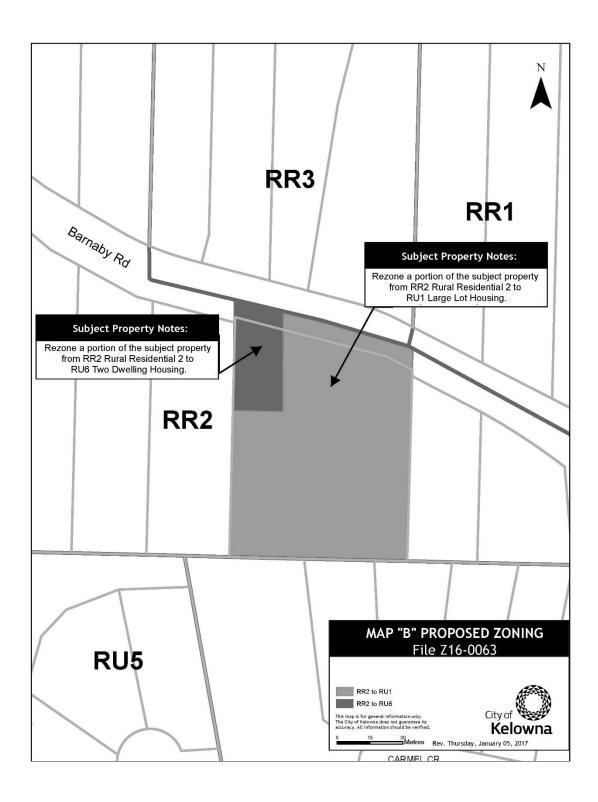
Considered at a Public Hearing on the

Read a second and third time by the Municipal Council this

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk



REPORT TO COUNCIL



Date:	January 23, 2017			
RIM No.	1250-30	1250-30		
То:	City Manager			
From:	Community Pl	anning Department (MS)	
Application:	OCP16-0012 / Z16-0024		Owner:	Kestrel Ridge Holdings Ltd.
Address:	5425 Upper Mission Drive		Applicant:	WSP / MMM Group Ltd
Subject:	Official Community Plan Amendment and Rezoning Application		Application	
Existing OCP Designation:		S2RES – Single / Two Unit Residential S2RESH – Single / Two Unit Residential (Hillside) PARK – Major Park and Open Space (public)		
Proposed OCP Designation:		S2RESH – Single / Two Unit Residential (Hillside) PARK – Major Park and Open Space (public)		
Existing Zone: RL		RU1H — Large Lot Housing (Hillside)		
Proposed Zone:		RH2 — Hillside Two Dwelling Zone P3 — Parks and Open Space Zone		

1.0 Recommendation

THAT Official Community Plan Map Amendment Application No. OCP16-0012 to amend Map 4.1 in the Kelowna 2030 – Official Community Plan Bylaw No. 10500 by changing the Future Land Use designation of Lot A Section 24, Township 28 SDYD Plan 18646 except Plans KAP83995, KAP83997, KAP87210, KAP88425 and KAP92762 located at 5425 Upper Mission Drive, Kelowna, BC from S2RES – Single / Two Unit Residential to the S2RESH – Single / Two Unit Residential – Hillside; from S2RESH – Single / Two Unit Residential – Hillside to PARK – Major Park and Open Space; and from PARK – Major Park and Open Space designation to the S2RESH – Single / Two Unit Residential – Hillside, as shown on Map "A" attached to the Report from the Community Planning Department dated (January 23, 2017), be considered by Council;

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

AND THAT Council considers the Public Information Session public process to be appropriate consultation for the purpose of Section 475 of the *Local Government Act*, as outlined in the Report from the Community Planning Department dated January 23, 2017;

AND THAT Rezoning Application No. Z16-0024 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of *Lot A Section 24, Township 28 SDYD Plan 18646 except Plans KAP83995, KAP83997, KAP87210, KAP88425 and KAP92762* located at 5425 Upper Mission Drive, Kelowna, BC from the

RU1H – Large Lot Housing (Hillside Area) zone to the RH2 – Hillside Two Dwelling Zone; and the RU1H – Large Lot Housing (Hillside Area) zone to the P3 – Parks and Open Space Zone as shown on Map "B" attached to the Report from the Community Planning Department dated January 23, 2017 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 issuance of a Preliminary Layout Review Letter by the Approving Officer;

AND FURTHER THAT final adoption of the Rezoning Bylaw be considered subsequent to the Development Engineering Manager's approval.

2.0 Purpose

Official Community Plan Amendment and Rezoning application to amend the Future Land Use designations and rezone portions of the subject property to facilitate a single and two unit residential subdivision with park space for 5425 Upper Mission Drive.

3.0 Community Planning

Community Planning supports the proposed OCP and zone amendments. Staff have worked with the applicants to better accommodate natural areas and drainage patterns with the development plan to achieve OCP objectives of natural open space and riparian area preservation. Key components to the amendments are:

- Including the hillside zone RH2 to the residential area;
- Road connectivity to proposed adjacent developments;
- The allowance for future trail connections; and
- Refinement of the location of the natural park areas to respond to Leon Creek Riparian Management Area and wetland areas.

4.0 Proposal

4.1 Background

The current OCP designates the subject property as single and two unit residential, single and two unit residential – hillside, and parks and open space. The applicant has worked with staff to establish a concept plan that respects the natural environment and hillside conditions, including drainage patterns and riparian areas. The amendment responds to the current concept plan and delineation of natural areas. In addition, all the residential areas will be assigned the hillside designation.

The subject property slopes from the Regional District of the Central Okanagan (RDCO) boundary in the south down to Upper Mission Drive. It contains several tributaries of Leon Creek as well as two wetlands.

A subdivision application (S16-0045), as well as an Environmental and Hazardous Development Permit application (DP16-0174) are currently under staff review.

4.2 Project Description

The subject parcel is approximately 7.68 hectares (18.975 acres) in size. The development proposes 27 single and two unit residential lots as well as public park consisting of two parcels having a combined size of 1.89 hectare (4.67 acres).

The main vehicle access is via extension of existing Upper Mission Drive.

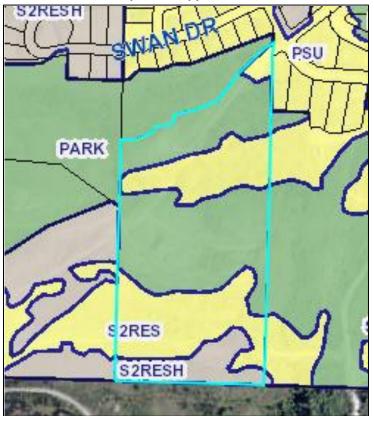
4.3 Site Context

The subject property is located: within the Okanagan Mission Sector of the City; within the Permanent Growth Boundary; is located along Upper Mission Drive along the southern City Limits and east of the Adams Reservoir and Mountainside Park.

The proposed subdivision will be serviced by an existing City water main whose alignment corresponds with the proposed extension of Upper Mission Drive. A natural gas SROW runs diagonally across the southeast corner of the subject property.

Orientation	Zoning	Land Use
North	P3 – Parks and Open Space Zone	Leon Creek Linear Park
East	RU1hc – Large Lot Housing (Hillside Areas) with Carriage House	undeveloped
EdSt	RR ₃ c – Rural Residential ₃ with Carriage House Residential and un	Residential and undeveloped
South	Not Applicable – outside City Limits	RDCO
	A1 – Agriculture 1 Zone	Leon Creek Linear Park
West	P ₃ - Parks and Open Space Zone	Mountainside Park
	CD2 – Comprehensive Development Zone	undeveloped

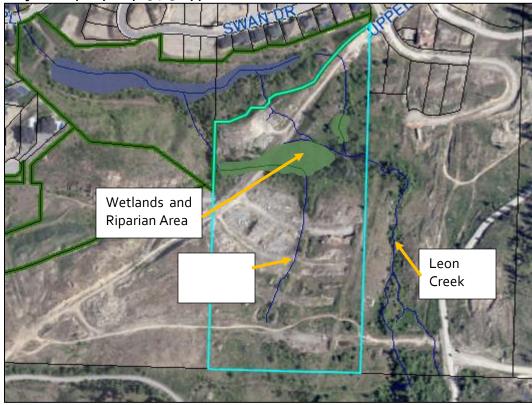
Specifically, adjacent land uses are as follows:



Future Land Use Map: 5425 Upper Mission Drive

Neighbourhood Context Map: 5425 Upper Mission Drive





Subject Property Map: 5425 Upper Mission Drive

4.4 Zoning Analysis Table

Zoning Analysis Table					
CRITERIA	RH ₂ ZONE REQUIREMENTS	PROPOSAL			
Existing Lot/Subdivision Regulations					
Minimum Lot Area	1100 m ² except where a lot contains only one single detached house, the minimum lot area is 600 m ² .	628.9 m ² to 1953.4 m ²			
Minimum Lot Width	25.0 m but it is 27.0 m for a corner lot. Where a lot contains only one single detached house, the minimum lot width is 21.0 m.	25.0 m but it is 27.0 m for a corner lot. Where a lot contains only one single detached house, the minimum lot width is 21.0 m.			
Minimum Lot Depth	20.0 M	34 m to 50 m			

5.0 Public Notification

The applicant has undertaken public notification in accordance with Council Policy #367. This has included delivery by courier as well as hand delivering a letter to those properties with residents, including a map of the proposed OCP Amendments to the residents and neighbouring property owners within 50 metres of the subject property. Staff notes that as much of the surrounding area is undeveloped, some of the mail was returned undeliverable.

6.0 Current Development Policies

6.1 Kelowna Official Community Plan (OCP)

Development Process

Steep Slopes.¹ Prohibit development on steep slopes (+30% or greater for a minimum distance of 10 metres) except where provided for in ASPs adopted or subdivisions approved prior to adoption of OCP Bylaw 10500.

Design for People and Nature.² Structure new neighbourhoods around parks, pedestrian and bike routes, open spaces, and environmental areas, rather than around roadways and cars.

Environmentally Sensitive Area Linkages.³ Ensure that development activity does not compromise the ecological function of environmentally sensitive areas and maintains the integrity of plant and wildlife corridors.

Provide active and passive parks for a diversity of people and a variety of uses.⁴

Provide a city-wide linear park and trail network.⁵

6.2 Hillside Development Guidelines⁶

Vision: Hillside developments will be environmentally sensitive, functionally appropriate, aesthetically pleasing and economically feasible.

Principles for hillside development:

- Damage to the environment and natural features should be avoided;
- Suitable density and diversity of housing type mitigates impacts;
- All users are accommodated on neighbourhood streets;
- Views are preserved for resident and visitors;
- Locally appropriate drought tolerant plants are used; and
- Building sites are safe.

Visual Objectives:

• Significant natural features and landforms, including ridgelines, are retained or enhanced.

Grading / Retaining Objectives:

- Site grading and retaining walls respect existing terrain; that is, large cuts / fills are not used to create "build-able lots" or flat yards. Driveway grades follow the natural terrain, large single level building platforms are avoided, final lot grades mimic the natural slope and slopes are promptly revegetated;
- Signiant natural scenic features, such as gullies, rock outcrops and knolls are at a minimum retained and preferably enhanced; and
- Retaining structures integrate well with the onsite architectural character and natural environment.

Housing Diversity and Design Objectives:

• Cluster housing is used to retain significant natural areas or avoid / mitigate development impacts.

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

² City of Kelowna Official Community Plan, Policy 5.2.3 (Development Process Chapter).

³ City of Kelowna Official Community Plan, Policy 5.15.3 (Development Process Chapter).

⁴ City of Kelowna Official Community Plan, Policy 7.12 (Infrastructure Chapter).

⁵ City of Kelowna Official Community Plan, Policy 7.13 (Infrastructure Chapter).

⁶ City of Kelowna Hillside Development Guidelines, October 2009

7.0 Technical Comments

7.1 Development Engineering

Development Engineering defers comments to the Suburban and Rural Planning Department for planning on hillsides with through the Natural Environmnent and Hazardous Condition Development Permit No. DP16-0174. Requirements for servicing are addressed under File S16-0045, (see Memorandum dated August 24, 2016, attached).

7.2 Policy and Planning

Ensure that linkages are provided from the various cul-de-sacs and street levels of the proposed development to provide easy walkability throughout the development and easy connection to other locations in Kettle Valley.

7.3 Infrastructure Planning

A trail connection from Mountainside / Rockview Park, in the west, is required south of the wetland and up the fill slope the to the proposed Upper Mission Drive road right of way (ROW).

7.4 FortisBC Inc

There are FortisBC Inc (Electric) ("FBC(E)") primary distribution facilities along Upper Mission Drive, south of the proposed subject properties. However, extension work will be required in order to service the proposed lots. To date, arrangements have not been completed to meet the requirements to service the proposed subdivision. The applicant is responsible for costs associated with changes to the proposed lots' existing service, if any, as well as the provision of appropriate land rights where required.

7.5 RDCO

RDCO staff has reviewed the Kelowna referral file Z16-0024 and advise that RDCO's interests are unaffected.

8.0 Application Chronology

Date of Application Received:	August 3, 2016
Date Public Consultation Completed:	January 6, 2017

Report prepared by:	Melanie Steppuhn, Land Use Planner	
Reviewed by:	Todd Cashin, Subdivision, Suburban and Rural Planning Manager	
Approved for Inclusion:	Ryan Smith, Community Planning Department Manager	

Attachments:

Development Engineering Services Memorandum (s16-0045, August 24, 2016) Map A – Proposed OCP Amendment Map B – Proposed Zoning Amendment Proposed Preliminary Subdivision Layout (WSP, Proposed Subidivision Lot A Plan 18646 Upper Mission Drive Site Plan, , 2016)

CITY OF KELOWNA

MEMORANDUM

Date: August 24, 2016 File No.: S16-0045

To: Land Use Management De

To: Land Use Management Department (DB)

From: Development Engineering Manager (PI)

Subject: Engineering Comments

LOCATION:	5425 Upper Mission Drive	ZONE RH2 P3
APPLICANT:	MMM Group for Kestrel Ridge Holdings Ltd	
LEGAL:	Lot A Plan 18646	

WORKS AND SERVICES REQUIREMENTS

The City's Development Engineering Department will handle the Works & Services requirements identified below between time of Preliminary Layout Review (PLR) and application for Subdivision Approval. Arrangements for construction must be made before making application for Approval of a subdivision plan.

The Development Engineering Technologist for this project is John Filipenko. AScT

.1) General

- a) The subject property requires a Environmental Development Permit application to address the existing Wetlands, Steep Slopes and Wildland Fire Hazard. Requirements of the pending environmental development permit may impact the proposed road alignments and must be satisfied before PLR approval.
- b) This proposed subdivision may require the installation of centralized mail delivery equipment. Please contact Rick Ould, Delivery Planning Officer, Canada Post Corporation, 530 Gaston Avenue, Kelowna, BC V1Y 2K0 to obtain further information and to determine suitable location(s) within the development.
- c) Where there is a possibility of a high water table or surcharging of storm drains during major storm events, non-basement homes may be required. This must be determined by the engineer and detailed on the Lot Grading Plan required in the drainage section.

.2 Geotechnical Report

- a) Provide a comprehensive geotechnical report, prepared by a Professional Engineer competent in the field of hydro-geotechnical engineering to address the items below: <u>NOTE</u>: The City is relying on the Geotechnical Engineer's report to prevent any damage to property and/or injury to persons from occurring as a result of problems with soil slippage or soil instability related to this proposed subdivision.
 - (i) Area ground water characteristics, including any springs and overland surface drainage courses traversing the property. Identify any monitoring required.
 - (ii) Site suitability for development.
 - (iii) Site soil characteristics (i.e. fill areas, sulphate content, unsuitable soils such as organic material, etc.).
 - (iv) Any special requirements for construction of roads, utilities and building structures.
 - (v) Suitability of on-site disposal of storm water, including effects upon adjoining lands.
 - (vi) Slope stability, rock fall hazard and slippage including the effects of drainage on the site.
 - (vii) Identify slopes greater than 30%.
 - (viii) Identify creek locations.
 - viii) Top of bank assessment and location including recommendations for property line locations, septic field locations, building setbacks, and ground water disposal locations.
 - ix) Recommendations for items that should be included in a Restrictive Covenant.
 - Any special requirements that the proposed subdivision should undertake so that it will not impact the bank(s). The report must consider erosion and structural requirements.
 - xi) Any items required in other sections of this document.
 - xii) Recommendations for erosion and sedimentation controls for water and wind.
 - xiii) Recommendations for roof drains and perimeter drains.
 - xiv) Recommendations for construction of detention or infiltration ponds if applicable.

.3 Water

- a) The property is located within the City service area. Provide an adequately sized domestic water and fire protection system complete with individual lot connections. The water system must be capable of supplying domestic and fire flow demands of the project in accordance with the Subdivision, Development & Servicing Bylaw. Provide water calculations for this subdivision to confirm this. Ensure every building site is located at an elevation that ensures water pressure is within the bylaw pressure limits. Note: Private pumps are not acceptable for addressing marginal pressure.
- b) The City Infrastructure Planning Department notes that a water transmission main from Adams Reservoir to the Southcrest Reservoir will need to be built in the near future. A pre-design to establish the preferred watermain alignment will be available to the developer once complete. There is a possibility that a portion of the proposed watermain alignment will be within the Upper Mission Drive right-of-way.

.4 Sanitary Sewer

a) Provide an adequately sized sanitary sewer system complete with individual lot connections.

.5 Drainage

- a) Provide an adequately sized drainage system complete with individual lot connections. The Subdivision, Development and Servicing Bylaw requires that each lot be provided with an individual connection; however, the City Engineer may permit use of individual ground water disposal systems, where soils are suitable. For on-site disposal of drainage water, a hydrogeotechnical report will be required complete with a design for the disposal method (i.e. trench drain / rock pit). The Lot Grading Plan must show the design and location of these systems for each lot.
- b) Provide the following drawings:
 - i) A detailed Lot Grading Plan (indicate on the Lot Grading Plan any slopes that are steeper than 30% and areas that have greater than 1.0 m of fill);
 - ii) A detailed Stormwater Management Plan for this subdivision; and,
 - iii) An Erosion and Sediment Control Plan.
- c) Show details of dedications, rights-of-way, setbacks and non-disturbance areas on the lot Grading Plan.
- d) Identify creek corridors. Thompson Creek (Leon Creek) crosses the upper site (confirm location) and needs to be addressed.

.6) Roads

- a) Upper Mission Drive is designated as an Urban Collector Roads. Dedicate and construct the road in accordance with City standard SS-H3 (15.0m dedication, 10.0m Road, barrier curb, boulevards and a separate sidewalk on one side complete with trees).
- b) Road 'l' is designated as an Urban Local Roads. Dedicate and construct the road in accordance with City standard SS-H13 (10.80m. dedication, 6.0m. Road, roll over curb and parking bays).
- c) Road 'D' is designated as Urban Local Roads. Dedicate and construct the road in accordance with City standard SS-H13 (12.3m dedication, 6.0 m Road, roll over curb, parking bays, sidewalk and trees) or TYP-01 (14.0m. dedication, 9.0 m. Road, roll over curb, parking, sidewalk and trees)
- d) Replace proposed lane with City Standard SS-H13 (10.80m. dedication, 6.0m. Road, roll over curb and parking bays)
- e) Verify that both vertical and horizontal alignments meet bylaw requirements.
- f) The City will install all signs and traffic control devices at the developer's expense.
- g) Provide a Street Sign, Markings and Traffic Control Devices Drawing.
- h) Verify that physical driveway access will satisfy City requirements for all lots. For steeper lots (15% and greater), show driveways on the lot grading plan with grades or profiles.
- i) Re-locate existing poles and utilities, where necessary.
- j) Provide a turn-around at the terminus of roads
- k) Temporary asphalt cul-de-sacs will be required at each terminal end of roads that will be extended in the future. Additional dedication or a Statutory Right-of-Way may be needed.

.7) Power and Telecommunication Services and Street Lights

- a) All proposed distribution and service connections are to be installed underground. Existing Overhead wires on the Forestry Road may remain overhead even if relocation is required.
- b) Street lights must be installed on all roads.
- c) 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.

.8) Design and Construction

- a) Design, construction supervision and inspection of all off-site civil works and site servicing must be performed by a Consulting Civil Engineer and all such work is subject to the approval of the City Engineer. Drawings must conform to City standards and requirements.
- b) Engineering drawing submissions are to be in accordance with the City's "Engineering Drawing Submission Requirements" Policy. Please note the number of sets and drawings required for submissions.
- c) Quality Control and Assurance Plans must be provided in accordance with the Subdivision, Development & Servicing Bylaw No. 7900 (refer to Part 5 and Schedule 3).
- d) A "Consulting Engineering Confirmation Letter" (City document 'C') must be completed prior to submission of any designs.
- e) Before any construction related to the requirements of this subdivision application commences, design drawings prepared by a professional engineer must be submitted to the City's Development Engineering Branch. The design drawings must first be "Issued for Construction" by the City Engineer. On examination of design drawings, it may be determined that rights-of-way are required for current or future needs.

.9) Servicing Agreements for Works and Services

- a) A Servicing Agreement is required for all works and services on City lands in accordance with the Subdivision, Development & Servicing Bylaw No. 7900. The applicant's Engineer, prior to preparation of Servicing Agreements, must provide adequate drawings and estimates for the required works. The Servicing Agreement must be in the form as described in Schedule 2 of the bylaw.
- b) Part 3, "Security for Works and Services", of the Bylaw, describes the Bonding and Insurance requirements of the Owner. The liability limit is not to be less than \$5,000,000 and the City is to be named on the insurance policy as an additional insured.

.10) Other Engineering Comments

- a) No disturbance to parkland is permissible except as authorized by the City
- b) Barrier curbs to be provided along all park road frontages.
- c) Provide all necessary Statutory Rights-of-Way for any utility corridors required, including those on proposed or existing City Lands.
- d) If any road dedication affects lands encumbered by a Utility right-of-way (such as B.C. Gas, etc.) please obtain the approval of the utility prior to application for final subdivision approval. Any works required by the utility as a consequence of the road dedication must be incorporated in the construction drawings submitted to the City's Development Manager.

e) Obtain the approval of Fortis BC Gas for all proposed work within the Gas transmission main right-of-way.

.11) Charges and Fees

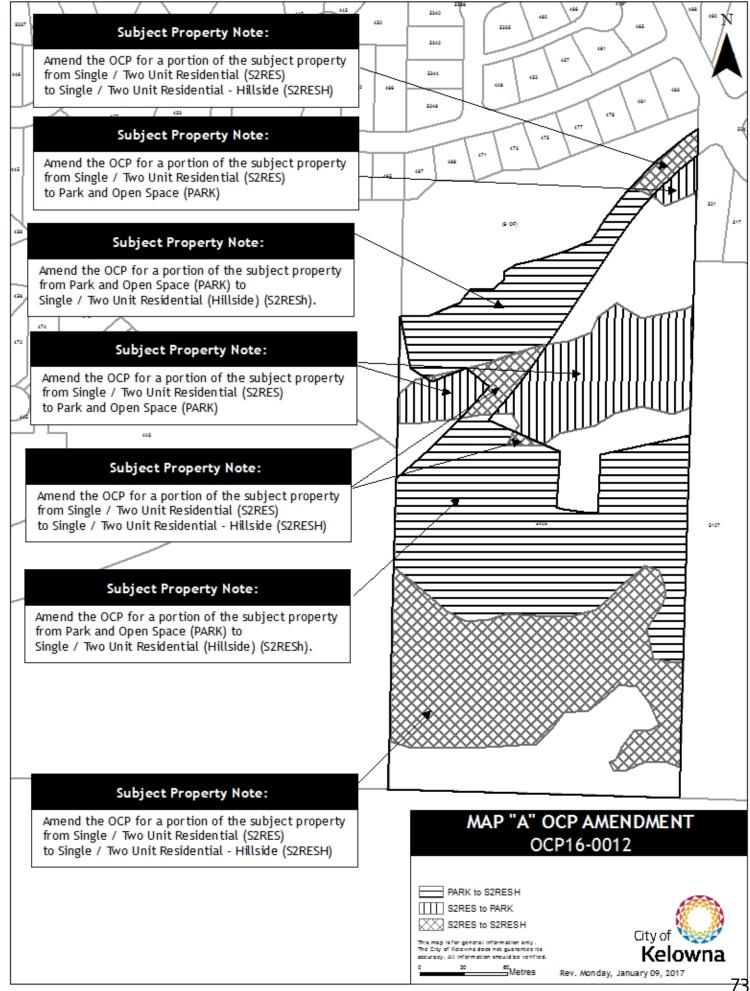
- a) Development Cost Charges (DCC's) are payable
- b) Fees per the "Development Application Fees Bylaw" include:
 - i) Street/Traffic Sign Fees: at cost if required (to be determined after design).
 - ii) Survey Monument Fee: \$50.00 per newly created lot (GST exempt).
 - iií) Surveý Monument, Replacement Fee: \$1,200.00 (GST exempt) only if disturbed.
 - iv) Engineering and Inspection Fee: 3.5% of construction value (plus GST).
- c) Water Extended Service Area Latecomers:

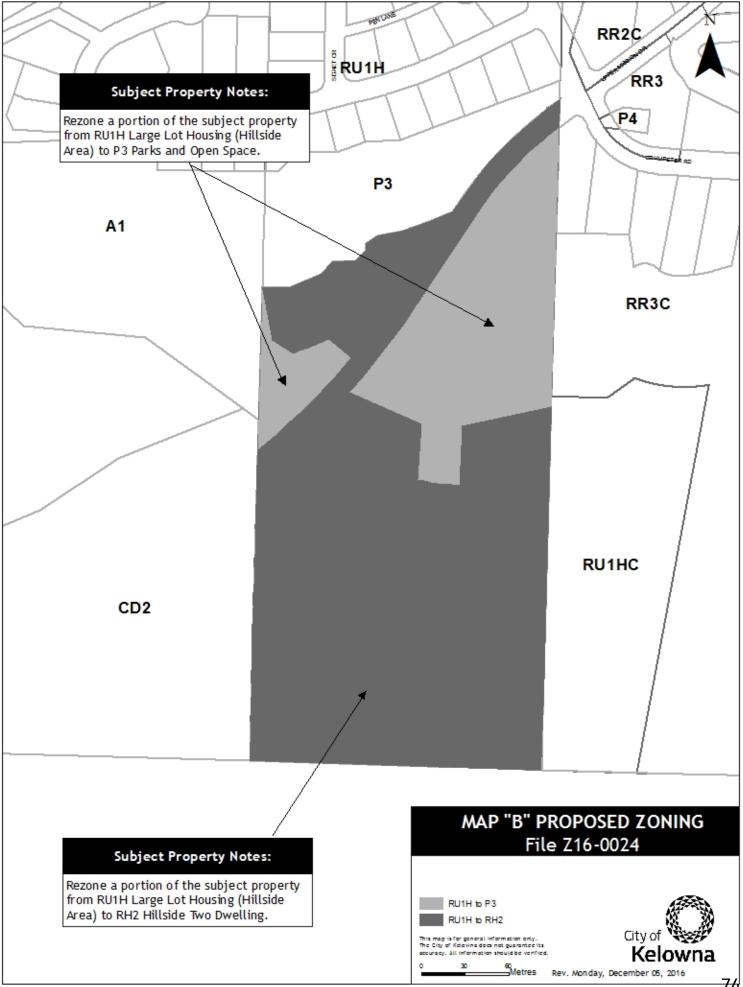
nt Anniversary (rates increase)	*Rate/unit \$
servoir Feb 11,2017	\$5,436.00
eservoir Sep 29, 2016	\$3,990.00
,	servoir Feb 11,2017

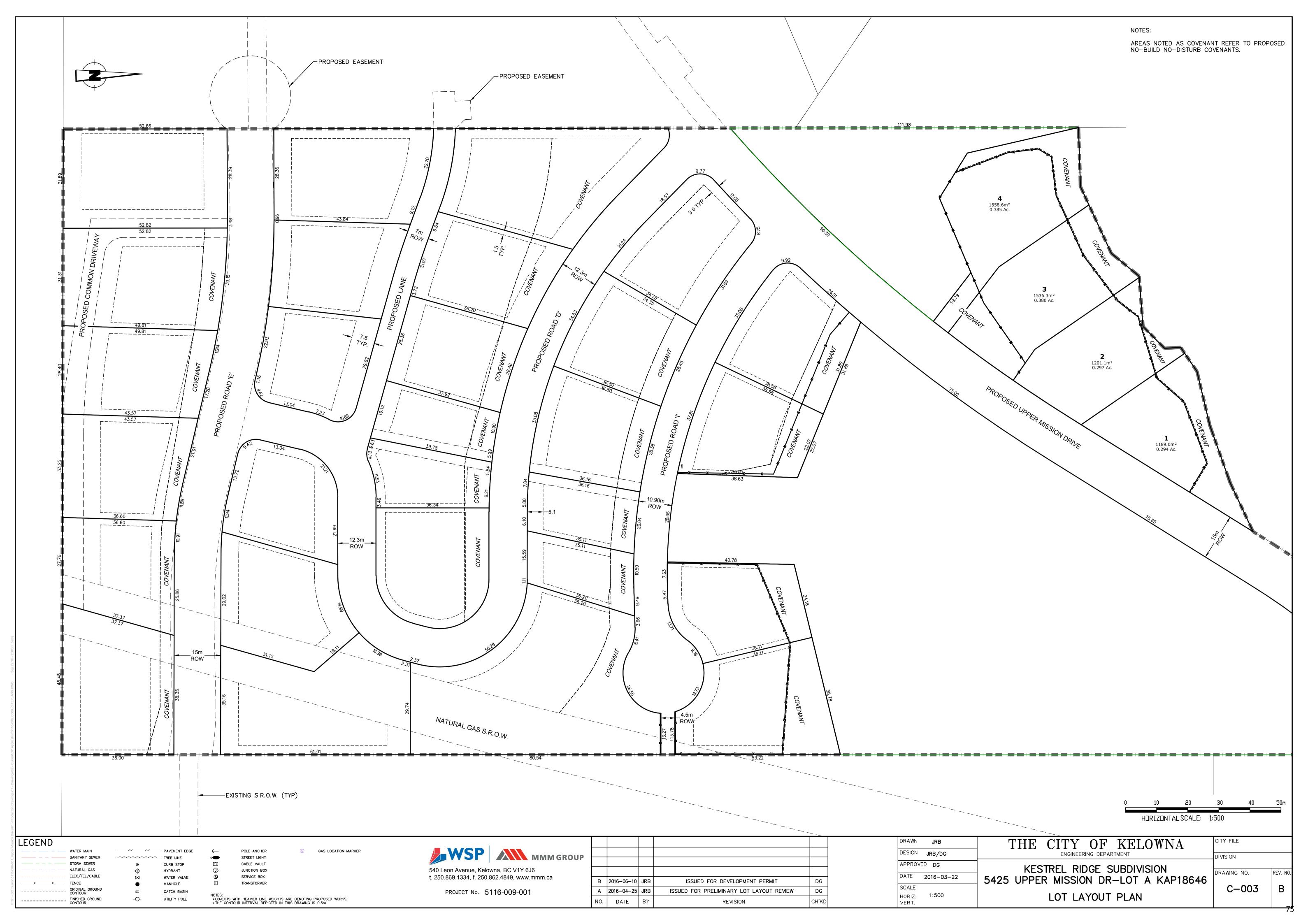
*(these fees are to be confirmed at time of subdivision)

- e) Sewer Specified Area Administration Fee of \$250.00 to amend service boundary (Spec area 1).
- f) Water Specified Area Administration Fee of \$250.00 to amend service boundary (Spec area 1).

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







CITY OF KELOWNA

BYLAW NO. 11344

Official Community Plan Amendment No. OCP16-0012 – - 5425 Upper Mission Dr

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

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

- 1. THAT Map 4.1 GENERALIZED FUTURE LAND USE of "Kelowna 2030 Official Community Plan Bylaw No. 10500" be amended by changing the Generalized Future Land Use designation of portions of Lot A Section 24, Township 28 SDYD Plan 18646 except Plans KAP83995, KAP83997, KAP87210, KAP88425 and KAP92762 located at 5425 Upper Mission Drive, Kelowna, BC from S2RES – Single / Two Unit Residential to the S2RESH – Single / Two Unit Residential – Hillside; from S2RESH – Single / Two Unit Residential – Hillside to PARK – Major Park and Open Space; and from PARK – Major Park and Open Space designation to the S2RESH – Single / Two Unit Residential – Hillside to and forming part of this bylaw;
- 2. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first time by the Municipal Council this

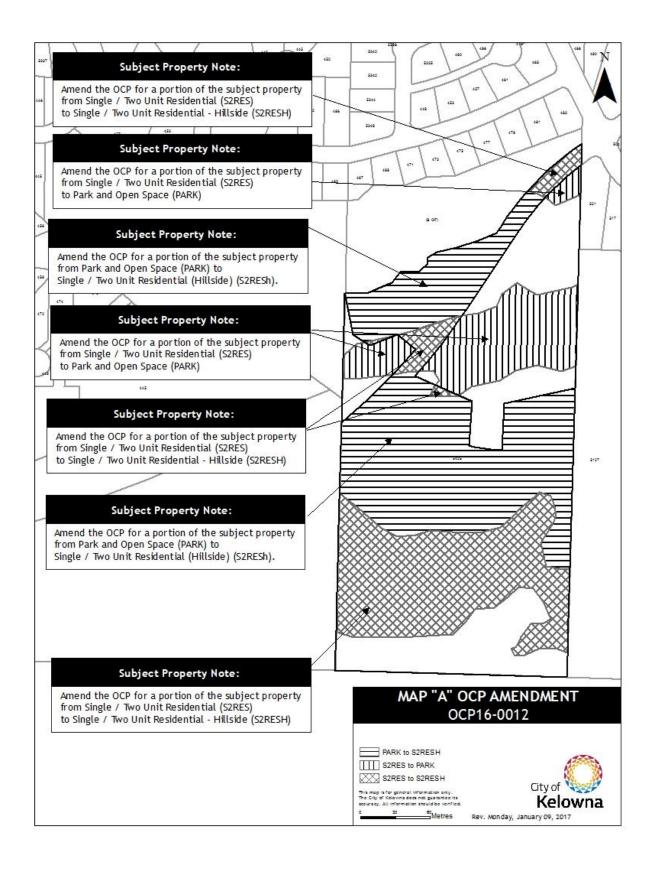
Considered at a Public Hearing on the

Read a second and third time by the Municipal Council this

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk



CITY OF KELOWNA

BYLAW NO. 11345 Z16-0024 – 5425 Upper Mission Drive

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

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

- THAT City of Kelowna Zoning Bylaw No. 8000 be amended by changing the zoning classification of portions of Lot A Section 24, Township 28 SDYD Plan 18646 except Plans KAP83995, KAP83997, KAP87210, KAP88425 and KAP92762 located at 5425 Upper Mission Drive, Kelowna, BC from the RU1H – Large Lot Housing (Hillside Area) zone to the RH2 – Hillside Two Dwelling Zone; and the RU1H – Large Lot Housing (Hillside Area) zone to the P3 – Parks and Open Space Zone as shown on Map B attached;
- 2. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first time by the Municipal Council this

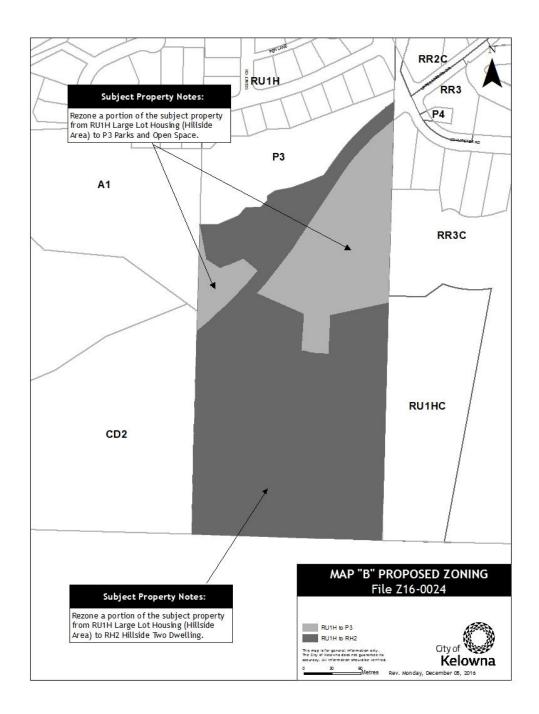
Considered at a Public Hearing on the

Read a second and third time by the Municipal Council this

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk



REPORT TO COUNCIL



Date:	January 23, 2	2017		Kelowna
RIM No.	1250-30			
То:	City Manager			
From:	Community P	lanning Department (l	_K)	
Application:	Z16-0082		Owner:	City of Kelowna
Address:	170 Drysdale	Blvd	Applicant:	Vanmar Constructors Inc.
Subject:	Rezoning App	olication		
Existing OCP D	esignation:	MRL - Multiple Unit F	Residential (Lo	w Density)
Existing Zone:		A1 - Agriculture 1, P2 - Education and Minor Institutional		
Proposed Zone:		RM3 - Low Density Multiple Housing		

1.0 Recommendation

THAT Rezoning Application No. Z16-0082 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot 1 Section 4 Township 23 ODYD Plan EPP30767, located at 170 Drysdale Boulevard, Kelowna, BC from the A1 - Agriculture 1 zone and P2 - Education and Minor Institutional zone to the RM3 - Low Density Multiple 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 December 6, 2016;

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

2.0 Purpose

To rezone the subject property to facilitate a two lot subdivision and the development of multiple dwelling housing on the subject property.

3.0 Community Planning

Community Planning Staff supports the proposed 69-unit multiple dwelling housing project on the subject 3.0-acre parcel. The application is consistent with the Official Community Plan (OCP) Future Land Use Designation of MRL - Multiple Unit Residential (Low Density). It meets all but one

of the Zoning Bylaw Regulations for RM3 - Low Density Multiple Housing. As part of the Development Variance Permit, a variance will be requested to reduce the minimum rear setback along the North property line facing Celano Crescent.

The parcel is located in the Glenmore Valley neighbourhood at the intersection of Cross Road and Drysdale Boulevard. It is directly across the street from the Dr. Knox Middle School site. Adding density at this location will be supported by the nearby parks, schools, transit, bike routes and proximity to Brandt's Creek shopping area. The proposed project will help contribute to fulfilling the City's policy of 'Complete Communities' by increasing the residential density of the property and neighbourhood. The project is also consistent with several other OCP Urban Infill policies including 'Compact Urban Form' and 'Sensitive Infill'.

The proposed development will trigger the completion of Celano Crescent to connect with Drysdale Blvd. The 'hooked' parcel extends along Drysdale Blvd on both the north and south side of the designated Celano Crescent roadway as indicated in *Figure 1*. Once subdivided, the City will

retain ownership of the North parcel which will be developed at a later date.

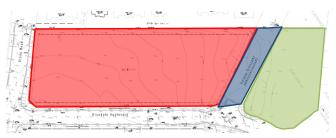


Figure 1 - Red indicates the proposal site, Blue indicates Celano Cres roadway to be constructed, Green indicates City Owned (Future Development).

Currently, Celano Crescent provides access to the existing homes and the Glen Oaks multi-dwelling site and then ends at the subject property. The subject development currently fronts onto Cross Road and Drysdale Boulevard. Once constructed, Celano Crescent will become the third roadway 'frontage', although it is

technically the rear of the parcel, triggering the need for the variance. Should Council support the proposed Rezoning, the requested variance would come before Council for further review.

In fulfillment of Council Policy No. 367, the applicant completed public notification and consultation with property owners within 50 m of the subject property.

4.0 Proposal

4.1 <u>Background</u>

In 2002, the City of Kelowna purchased a portion of the subject property, which was later consolidated with excess road right of way in 2010 to form the overall 170 Drysdale Blvd parcel. The property is currently zoned A1 - Agriculture 1 and is not within the ALR. The proposed rezoning to RM3 - Low Density Multiple Housing is consistent with the Official Community Plan (OCP) Future Land Use designation of MRL - Multiple Unit Residential (Low Density).

In May of 2016 Council approved the disposition of the southern portion of the parcel and retention of the northern portion for future development. The parcel was listed 'For Sale' with specific conditions attached. These conditions include the applicant be responsible for:

- 1. Rezoning and application for a two-lot subdivision of the entire parcel, including site servicing (S16-0040 currently under review).
- 2. The construction of Celano Crescent be completed with the project construction.
- 3. Project design construction to be LEED certified.

4.2 <u>Project Description</u>

The proposed development consists of 69 three-storey townhouse units with attached garages. There will be a total of eleven buildings: 4 eight-unit buildings, 4 six-unit buildings, 2 four-unit buildings and one five-unit building. All units are 3-bedrooms, have private amenity space in the form of balconies and meet on-site parking requirements.

The subject parcel is unique with three property lines adjacent to streets. This allows the development to have ground-oriented units facing to the street rather than being oriented to the interior of the site. Each unit has a front landscaped terrace area to delineate the private space from the public street which reduces the amount of fencing and gates. The units have prominent at-grade entries with walkways leading to the street frontage which provides a welcoming streetscape. Pathways between the buildings promotes walkability of the site and integration with the surrounding neighbourhood.

The architectural style of the development takes cues from the west adjacent multi-family development with similar roof pitches. Large windows and outdoor space provide access to both natural light and shade. The balconies also serve to lessen the visual impact of the garage doors below. The natural colour scheme has touches of colour to provide individuality to the units, while providing a cohesiveness to the multiple buildings within the development.

The project is oriented towards families with children through the provision of 3-bedroom units, many with an additional den that could be developed into a fourth bedroom, if needed. There is an internal green space on-site with a play area for children which has been set away from the street. The amenity area provides a south facing seating area as well as a large canopy tree shaded area for both passive and active recreation.

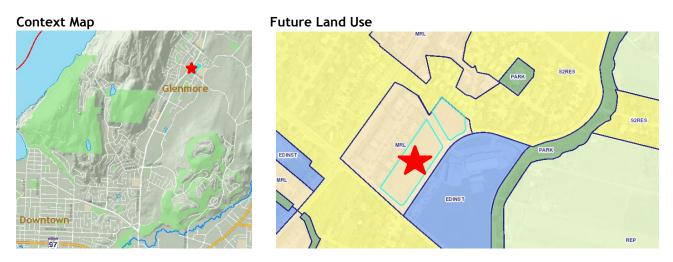
Site access will be from the newly constructed Celano Crescent, with a retractable bollard exit for emergency vehicles to Cross Road. The internal private roadway provides access throughout the site and draws on the *Woonerf*-style of street which encourages crossover use between pedestrians, bicycles and vehicles with traffic restricted to a slower pace. Each unit provides either a double car garage or single car garages with parking on the driveway for a second vehicle. Twelve additional visitor parking stalls beyond Zoning Bylaw minimum requirements are located throughout the site to be accessible for all units.

4.3 <u>Site Context</u>

The subject property is located at the Northwest corner of the Cross Road and Drysdale Boulevard intersection. It is across the street from the Dr. Knox Middle School and walking distance to the future Glenmore Recreation Park and is adjacent to the Glenmore Valley Village Centre. The site is designated MRL - Multiple Unit Residential (Low Density) and is within the Permanent Growth Boundary.

Orientation	Zoning	Land Use
North	RU2 - Medium Lot Housing	Single Family Dwellings
NOLUI	RU6 - Two Dwelling Housing	Duplex Dwellings
East	P2 - Education & Minor Institutional	Dr. Knox Middle School
South	RU1 - Large Lot Housing	Single Family Dwellings
	RU2 - Medium Lot Housing	
West	RM2 - Low Density Row Housing	Multiple Dwelling Housing
WESL	RU2 - Medium Hot Housing	Single Family Dwellings

Specifically, adjacent land uses are as follows:



Subject Property Map: 170 Drysdale Boulevard



Zoning Analysis Table					
CRITERIA RM3 ZONE REQUIREMENTS PROPOSAL					
Ex	isting Lot/Subdivision Regulatio	ns			
Lot Area	900 m ²	12,216 m ²			
Lot Width	30 m	62.3 m			
Lot Depth	30 m	148.4 m			
	Development Regulations				
Floor Area Ratio	0.80	0.80			
Height	10 m or 3 storeys	9.7 m & 3 storeys			
Front Yard (Valley Rd)	1.5 m for ground oriented	3.0 m			
Side Yard (east)	1.5 m for ground oriented	3.0 m			
Side Yard (west)	4.0 m	4.5 m			
Rear Yard (Celano Cr)	7.5 m	3.0 m o			
Other Regulations					
Minimum Parking Requirements	138 stalls	140 stalls			
Visitor Parking Stalls	10 stalls	12 stalls			
Bicycle Spaces - Class II*	None required	7 spaces provided			
Private Open Space	1,725 m ²	2,318 m ²			
Indicates a requested variance to vary the rear setback from 7.5 m required to 3.0 m proposed.					

4.4 Zoning Analysis Table

Indicates a requested variance to vary the rear setback from 7.5 m required to 3.0 m proposed.
 * Class II bicycle spaces are intended for visitors to the site and are provided in the form of bike racks.

5.0 Current Development Policies

5.1 Kelowna Official Community Plan (OCP)

Development Process

Complete Communities.¹ Support the development of complete communities with a minimum intensity of approximately 35-40 people and/or jobs per hectare to support basic transit service - a bus every 30 minutes. (approx. 114 people / hectare proposed)

Compact Urban Form.² 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.³ 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.

Healthy Communities.⁴ Through current zoning regulations and development processes, foster healthy, inclusive communities and a diverse mix of housing forms, consistent with the appearance of the surrounding neighbourhood.

¹ City of Kelowna Official Community Plan, Policy 5.2.4 (Development Process Chapter).

² City of Kelowna Official Community Plan, Policy 5.3.2 (Development Process Chapter).

³ City of Kelowna Official Community Plan, Policy 5.22.6 (Development Process Chapter).

⁴ City of Kelowna Official Community Plan, Policy 5.22.7 (Development Process Chapter).

Housing Mix.⁵ Support a greater mix of housing unit size, form and tenure in new multiunit residential and mixed use developments.

Ground-Oriented Housing.⁶ Encourage all multiple-unit residential buildings in neighbourhoods with schools and parks to contain ground-oriented units with 2 or more bedrooms so as to provide a family housing choice within the multi-unit rental or ownership markets. High density residential projects in the Downtown area are encouraged to include a ground-oriented housing component, especially where such can be provided on non-arterial and non-collector streets.

6.0 Technical Comments

- 6.1 <u>Building & Permitting Department</u>
 - Development Cost Charges (DCC's) are required to be paid prior to issuance of any Building Permit(s).
 - Placement permits are required for any sales or construction trailers that will be on site. The location(s) of these are to be shown at time of development permit application.
 - A Hoarding permit is required and protection of the public from the staging area and the new building area during construction. Location of the staging area and location of any cranes should be established at time of DP.
 - A Building Code analysis is required for the structure at time of building permit applications, but the following items may affect the form and character of the building(s):
 - $\circ~$ Any security system that limits access to exiting needs to be addressed in the code analysis by the architect.
 - $\circ~$ Spatial calculation should be provided for the building face adjacent to the property line.
 - A Geotechnical report is required to address the sub soil conditions and site drainage at time of building permit application. This property falls within areas that may contain swelling clay soils. Minimum building elevations are required to be established prior to the release of the Development Permit. If a soil removal or deposit permit is required, this must be provided at time of Development Permit application.
 - We strongly recommend that the developer have his professional consultants review and prepare solutions for potential impact of this development on adjacent properties. Any damage to adjacent properties is a civil action which does not involve the city directly. The items of potential damage claims by adjacent properties are items like settlement of foundations (preload), damage to the structure during construction, additional snow drift on neighbour roofs, excessive noise from mechanical units, vibration damage during foundation preparation work etc.
 - Fire resistance ratings are required for units, garages and/or garbage enclosure room(s). The drawings submitted for building permit is to clearly identify how this rating will be achieved and where these area(s) are located.

⁵ City of Kelowna Official Community Plan, Policy 5.22.11 (Development Process Chapter).

- Size and location of all signage to be clearly defined as part of the development permit. This should include the signage required for the building addressing to be defined on the drawings per the bylaws on the permit application drawings.
- Full Plan check for Building Code related issues will be done at time of Building Permit applications. Please indicate how the requirements of Radon mitigation and NAFS are being applied to this structure at time of permit application.

6.2 <u>Development Engineering Department</u>

• Refer to the attached memorandum dated December 6, 2016.

6.3 <u>Fire Department</u>

- Construction fire safety plan is required to be submitted and reviewed prior to construction and updated as required.
- Engineered Fire Flow calculations are required to determine Fire Hydrant requirements as per the City of Kelowna Subdivision Bylaw #7900. New hydrants on this property shall be operational prior to the start of construction and shall be deemed a private hydrant.
- All buildings shall be addressed off of the street it is accessed from. One main address off of Celano Cr or Cross Rd access for the complex and unit numbers for the strata.
- Fire Department access is to be met as per BCBC 3.2.5. If the road is over 90 metres long, a turnaround facility shall be constructed.
- If this is a gated complex, an approved Fire Department steel lock box acceptable to the fire dept. is required by the fire dept. entrance and shall be flush mounted.
- All requirements of the City of Kelowna Fire and Life Safety Bylaw 10760 shall be met.
- Requirements of section 9.10.19 Smoke Alarms and Carbon Monoxide alarms of the BCBC 2012 are to be met.

⁶ City of Kelowna Official Community Plan, Policy 5.23.1 (Development Process Chapter).

7.0 Application Chronology

Date of Application Received:	November 30, 2016
Date Public Consultation Completed:	December 14, 2016

Report prepared by:	Lydia Korolchuk, Planner
Reviewed by:	Terry Barton, Urban Planning Manager
Reviewed by:	Ryan Smith, Community Planning Department Manager

Attachments:

Attachment A: Development Engineering Memorandum Attachment B: GEID Letter Schedule A: Site Plans Schedule B: Conceptual Elevations & Finish Schedule



CITY OF KELOWNA

MEMORANDUM

Date: December 6, 2016

File No.: Z16-0082

To: Planning & Development Services (RR)

From: Development Engineering Manager (SM)

Subject: 170 Drysdale Blvd.

A1/P2 to RM3

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 Ryan O'Sullivan

The Development Services Branch comments and requirements regarding this application to rezone the subject property from A1/P2 to RM3 are as follows:

1. <u>General.</u>

a) Provide easements and Right of Ways as required.

2. <u>Geotechnical Study.</u>

A comprehensive Geotechnical Study is required, which is to be prepared by a Professional Engineer competent in the field of geotechnical engineering, the study is to address the following:

- Overall site suitability for the proposed development.
- Slope analysis (i.e. 0-10 %, 10-20 %, 20-30% and over 30 %).
- Presence of ground water and/or springs.
- Presence of fill areas.
- Presence of swelling clays.
- Presence of sulfates.
- Potential site erosion.
- Provide specific requirements for footings and foundation construction.

- Provide specific construction design sections for roads and utilities over and above the City's current construction standards

3. <u>Domestic water and fire protection.</u>

(a) The property is located within the Glenmore Ellison Irrigation District (GEID) 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 GEID staff for any service improvements and the decommissioning of existing services. Only one water service will be permitted to a consolidated lot.

Z16-0082

December 6, 2016

Page 2 of 4

- (b) A water meter is mandatory for each property and must be installed inside the building on the water service inlet as required by the City Plumbing Regulation and Water Regulation bylaws. The developer or building contractor must purchase the meter from the City at the time of application for a building permit from the Inspection Services Department, and prepare the meter setter at his cost. Boulevard landscaping, complete with underground irrigation system, must be integrated with the on-site irrigation system.
- (c) Boulevard landscape irrigation system, must be integrated with the on-site irrigation system.

4. Sanitary Sewer.

- a) The developer's consulting civil engineer will determine sanitary sizing and design for this development. Developer to finish connection of 200mm Sanitary main on Celano Crescent. Sewer service connection will be made to new main.
- b) Perform a downstream capacity analysis of the City's Sanitary Sewer system based on the proposed development unit count.

5. Drainage.

- a) The developer is to provide an overall Storm Water Management Plan for the entire parent parcel of land which meets the requirements of the City Subdivision Development and Servicing Bylaw 7900. The overall Storm Water Management Plan sets the maximum storm release rate for the subject property and the development of the property will require a Storm Water Management Plan that will respect the maximum release rates.
- b) Developer to connect 250 mm storm water main on Celano Crescent.

6. <u>Power and Telecommunication Services.</u>

The services to this development are to be installed underground. It is the developer's responsibility to make a servicing application to the respective utility companies. The utility companies are then required to obtain the city's approval before commencing their works.

7. Street lights.

Street lights must be installed on all fronting roads as per bylaw requirements. Design drawings to include level of illumination plan.

9. Road improvements.

- (a) Celano Crescent must be completed to connect Celano Crescent dead end to Drysdale Blvd. must be upgraded and extended and constructed to SS-R7 urban standard along the full frontage of this proposed development, including curb and gutter, sidewalk, drainage system connection including catch basins, Sanitary system connection manholes and pavement markings and signage if required and re-location or adjustment of utility appurtenances if required to accommodate the upgrading construction.
- (b) Celano Crescent will be a stop connection to Drysdale Blvd.
- (c) There will be no access to development from Drysdale Blvd. only from Celano Crescent. Emergency access will be allowed from Cross rd.

Z16-0082

(d) Landscaping improvement's must be made to Drysdale Blvd. and irrigation connected to Developments water system.

10. Road Dedication and Subdivision Requirements

- (a) Grant Statutory Rights of Way if required for utility services.
- (b) Emergency access road must be constructed SS_R2 standards.
- (c) If any road dedication or closure affects lands encumbered by a Utility right-of-way (such as Hydro, Telus, Gas, etc.) please obtain the approval of the utility. Any works required by the utility as a consequence of the road dedication or closure must be incorporated in the construction drawings submitted to the City's Development Manager.

11. Survey Monuments and Iron Pins

If any legal survey monuments or property iron pins are removed or disturbed during construction, the developer will be invoiced a flat sum of \$1,200.00 per incident to cover the cost of replacement and legal registration. Security bonding will not be released until restitution is made.

12. <u>Design and Construction</u>

- a) Design, construction supervision and inspection of all off-site civil works and site servicing performed by a Consulting Civil Engineer and all such work is subject to the approval of the City Engineer. Drawings must conform to City standards and requirements.
- b) Engineering drawing submissions are to be in accordance with the City's "Engineering Drawing Submission Requirements" Policy. Please note the number of sets and drawings required for submissions.
- c) Quality Control and Assurance Plans must be provided in accordance with the Subdivision, Development & Servicing Bylaw No. 7900 (refer to Part 5 and Schedule 3).
- d) A "Consulting Engineering Confirmation Letter" (City document 'C') must be completed prior to submission of any designs.
- e) Before any construction related to the requirements of this subdivision application commences, design drawings prepared by a professional engineer must be submitted to the City's Works & Utilities Department. The design drawings must first be "Issued for Construction" by the City Engineer. On examination of design drawings, it may be determined that rights-of-way are required for current or future needs.

13. Servicing Agreements for Works and Services

a) A Servicing Agreement is required for all works and services on City lands in accordance with the Subdivision, Development & Servicing Bylaw No. 7900. The applicant's Engineer, prior to preparation of Servicing Agreements, must provide adequate drawings or reports and estimates for the required works. The Servicing Agreement must be in the form as described in Schedule 2 of the bylaw.

Z16-0082

b) Part 3, "Security for Works and Services", of the Bylaw, describes the Bonding and Insurance requirements of the Owner. The liability limit is not to be less than \$5,000,000 and the City is to be named on the insurance policy as an additional insured.

14. Other Engineering Comments

- (a) Provide all necessary Statutory Rights-of-Way for any utility corridors required, including those on proposed or existing City Lands.
- (b) If any road dedication affects lands encumbered by a Utility right-of-way (such as Terasen, etc.) please obtain the approval of the utility prior to application for final subdivision approval. Any works required by the utility as a consequence of the road dedication must be incorporated in the construction drawings submitted to the City's Development Manager.

15. Electric Power and Telecommunication Services

The electrical and telecommunication services to this building must be installed in an underground duct system, and the building must be connected by an underground service. It is the developer's responsibility to make a servicing application with the respective electric power, telephone and cable transmission companies to arrange for these services, which would be at the applicant's cost.

16. Development Permit and Site Related Issues

- (a) Access and Manoeuvrability
 - (i) An MSU standard size vehicle must be able to manoeuvre onto and off the site without requiring a reverse movement onto public roadways.
 - (ii) Indicate on the site, the locations of loading bays as well as the garbage and recycle bins.
 - (iii) Direct the roof drains into on-site rock pits or splash pads.

17. Administration Charge

An administration charge will be assessed for processing of this application, review and approval of engineering designs and construction inspection. The administration charge is calculated as (3.5% of Total Off-Site Construction Cost plus GST).

Steve Muénz, P(Eng. Development Engineering Manager RO



Glenmore-Ellison Improvement Distric

445 Glenmore Road Kelowna, BC VIV 1Z6

Email: glenmore.ellison@shaw.ca **Website:** www.glenmoreellison.com



Fax: 250-763-5688

Phone: 250-763-6506

December 12, 2016

City of Kelowna Community Planning and Real Estate 1435 Water Street Kelowna, B.C. V1Y1J4

Attention: Lydia Korolchuk (via email: lkorolchuk@kelowna.ca; planninginfo@kelowna.ca)

Re: City of Kelowna File Z16-0082, DP16-0292, DVP16-0294 170 Drysdale Boulevard (Lot 1, Plan KAP82802) Rezoning, Development and Development Variance for Multi-Family Development

Glenmore-Ellison Improvement District (GEID) has received a Rezoning, Development Permit and Development Variance Referral from the City of Kelowna for the above noted property. GEID does not require fees and conditions prior to Zoning / DP / DVP approval; however, GEID will have fees and conditions required prior to issuance of a Water Service Certificate to facility building permit issuance.

Please note that applications for new development proposing to utilize the GEID water system must proceed in compliance with GEID bylaws, regulations, and policy.

For a detailed assessment of the water servicing fees and conditions required prior to issuance of a Water Service Certificate, an application fee in the amount of \$150.00 payable to GEID is required.

If you have any questions on this matter, please do not hesitate to contact me.

Sincerely, **GLENMORE-ELLISON IMPROVEMENT DISTRICT**

Mike Rojem

Mike Rojem Projects Coordinator sv/mr

cc: Owner: City of Kelowna, 1435 Water Street, Kelowna, B.C. V1Y 1J4

N:\Projects\191-1_170 Drysdale Blvd. - Rezoning, DP, DVP (multi-family development)\L161212-Initial.doc

What relevant contextual considerations does our design need to respond to?

The site is a 3.0-acre, reasonably flat parcel that is currently undeveloped.

It is located in a pleasant and quiet residential community, neighbouring low-density townhouses and single-family houses/duplexes.

The site has good access to local amenities, with Dr Knox Middle School located opposite and North Glenmore Elementary School a 15-minute walk away. A commercial village with a grocery and other stores, as well as the new Glenmore Recreation Park, are a two-minute drive or 15-minute walk away. The site is a 15-minute drive to downtown Kelowna.

The Official Community Plan supports intensification of the site from A1 zoning to RM3. The City wishes to see this site contribute positively to the Glenmore community through development of a well-designed townhouse project that adheres to the RM3 by-law.

City Planning Staff have emphasized the importance of the design being welcoming and inclusive of the surrounding community, noting that it should activate the perimeter streets with outward (rather than inward) facing homes and strong corner elements on the buildings.

City Engineering staff have confirmed that vehicle access should be provided from Celano Crescent for safety and congestion-related reasons.

Design Rationale

How does our design respond to these contextual considerations?

Our design responds to the above-listed contextual considerations through a thoughtfully designed townhouse development. The development is predominantly oriented toward families with children. Each of the townhouses will provide three bedrooms and parking for two cars. Interaction between neighbours is encouraged through the open and welcoming layout of the community.

The project will be LEED registered.

Vehicle access to the development will be from a new portion of Celano Crescent that our project will construct, with an exit for emergency vehicles only onto Cross Road. The vehicle entry from Celano Crescent leads into an internal access road that serves as the site's organizing access spine. This central spine draws on ideas from a Woonerf-style street and provides opportunities for informal gathering and play, such as street hockey.

The townhouses located around the perimeter of the project have front doors directly facing Cross Road, Drysdale Boulevard or Celano Crescent. This approach activates these streets and presents a welcoming face to the surrounding neighbourhood. Importantly, on-street parking on Drysdale and Celano (available outside of school drop-off hours) improves the liveability and functionality of these street-facing townhouse units. To bolster this street-facing concept, the development will provide a pedestrian-friendly boulevard along the Drysdale, Celano and Cross Road sidewalks, achieved by installing deciduous shade trees and turf.

The project is compliant with the RM3 by-law, except in one specific instance that relates to the setback from Celano Crescent (the by-law stipulates 7.5 metres, and our design contemplates 3.0 metres). This variance derives from our desire to make the townhouses facing Celano Crescent (technically the 'rear' of the site) read in a manner that is consistent with the townhouses facing Drysdale Boulevard and Cross Road (technically the 'front' and 'rear' of the site).

A community play/gathering space is located at the entrance and is the first thing experienced when coming into the community. This space is located safely away from traffic on Celano and Drysdale and can be seen from surrounding homes. Included in the space are the mail kiosk, community signage, play equipment and passive seating for families. The space is designed to provide a combination of exposed south-facing seating areas, as well as treed areas to provide shade and buffering to adjacent homes.

Attention is paid to the ends of buildings to create "strong corners," particularly on the most visible building ends facing Cross Road and Celano Crescent.

The townhouses are designed to have strong individuality. Each townhouse has its own gable roof form, a distinctive front entry, and landscape design to create a sense of arrival at each home. The garden terrace in front of each townhouse provides a delineation between the public and private realms but does so in a friendly, inclusive fashion and, where possible, avoiding the need for fences and gates.

Two different townhouse designs are provided, offering alternative layouts and price points. Both designs comprise open concept living spaces, 3 bedrooms, a den, a balcony/deck and parking for 2 cars. Architectural cohesiveness is achieved between the two unit types by continuing key external architectural proportions, expressions and themes.

The townhouses have a contemporary architectural design that responds to the Kelowna lifestyle and environment by providing big windows and outdoor spaces that balance access to sunshine and natural light with sufficient comfort and shade.

Each home has a balcony accessed directly from the principal living space. As well as providing important outdoor space, the balcony lessens the visual impact of the garage door below and softens the look of the driveway aisle and parking aprons.

The Okanagan's natural landscape informs the design's base colour palette, with dynamic colour accents used in certain areas to express the individuality of each home and define a contemporary and vibrant appearance, particularly around the front entry.

The landscape design is well integrated with the architectural design and is mindful of the hot, dry Okanagan climate. The landscape design incorporates canopy trees wherever possible to soften the feel of the community and reduce heat gain.



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Revisions

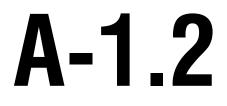
Issued for Rezoning Pre-application Review September 21, 2016 Issued for Rezoning & Development Permit November 30, 2016

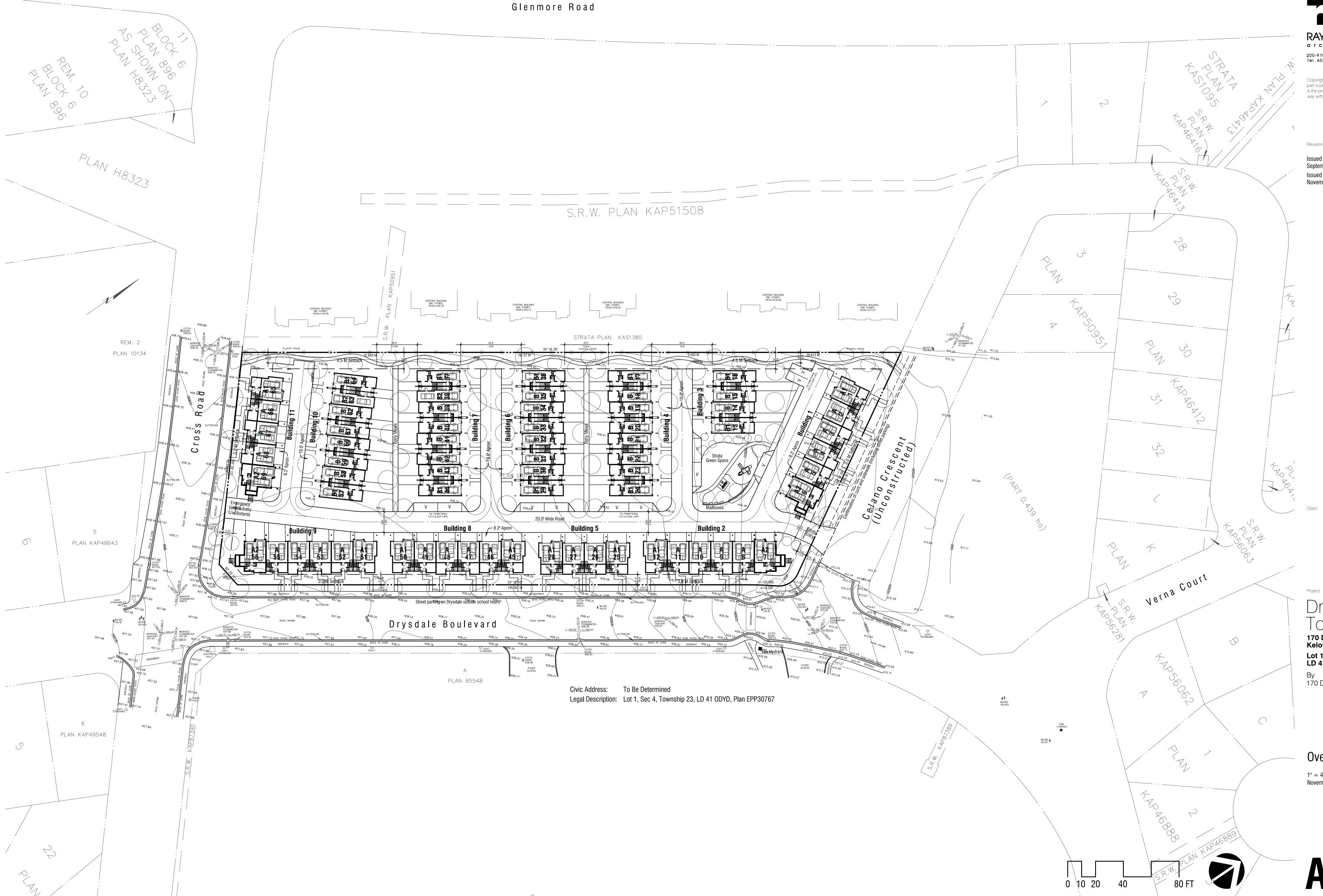
Client

Project Drysdale Townhomes 170 Drysdale Boulevard Kelowna, BC Lot 1, Sec 4, Township 23 LD 41 ODYD, Plan EPP30767 170 Drysdale Joint Venture

Design Rationale

November 30, 2016









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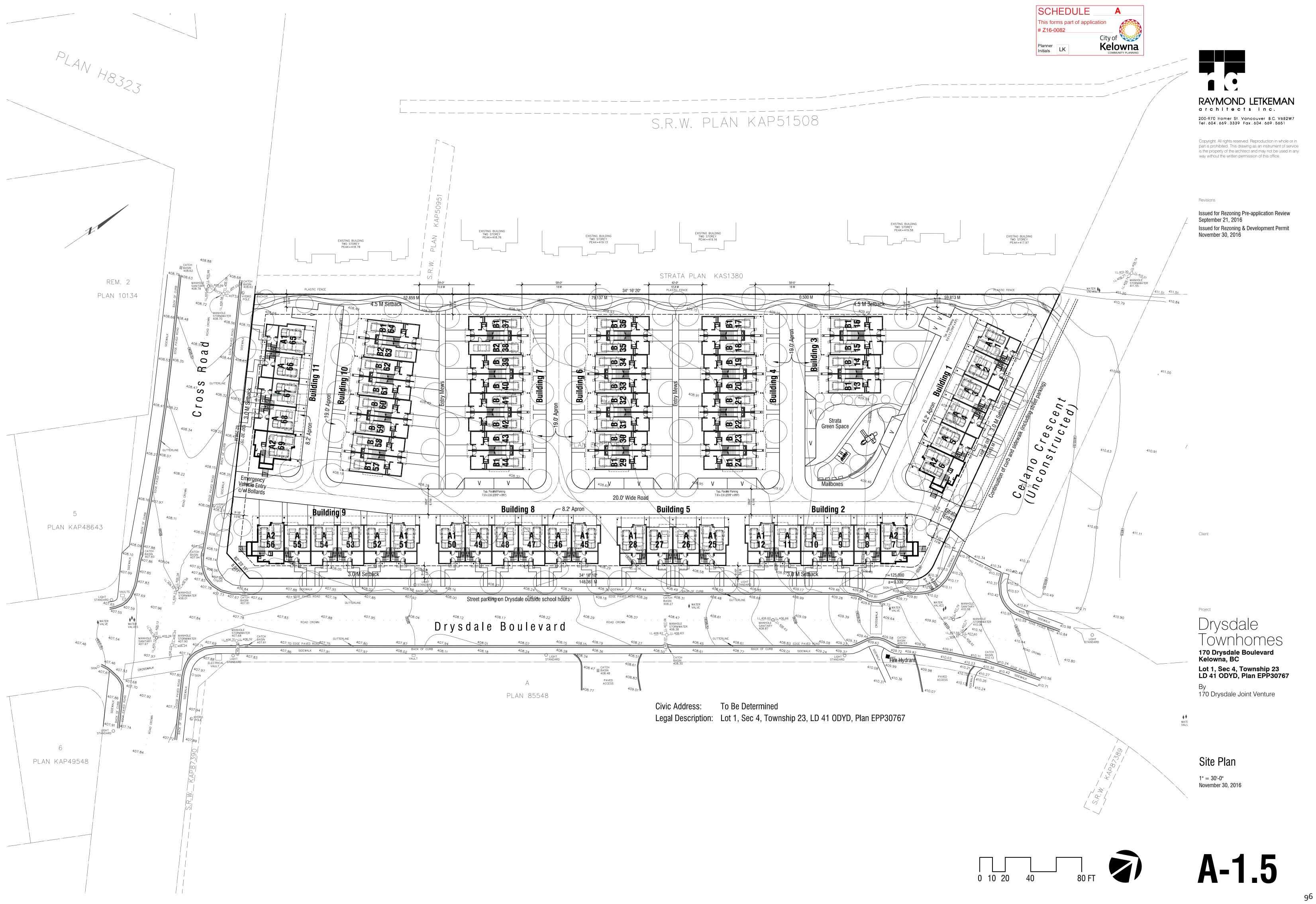
Revisions

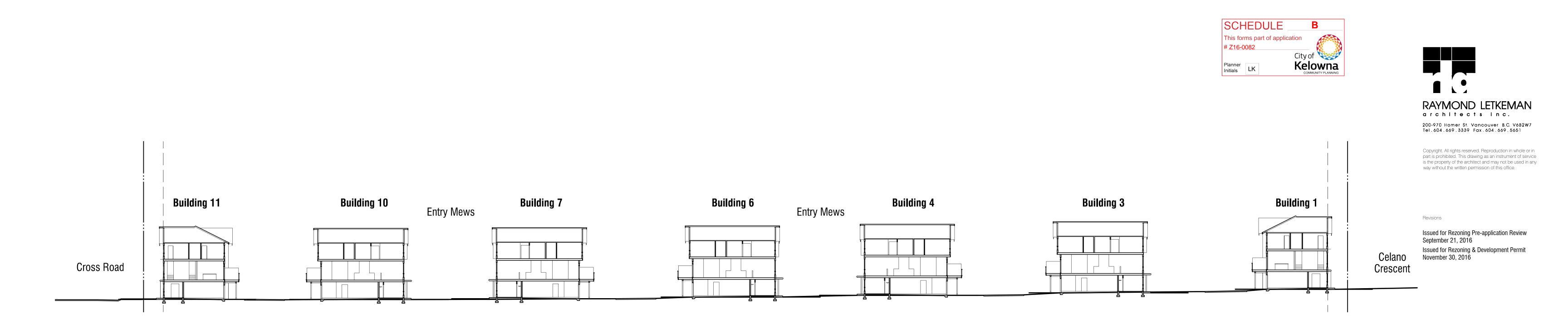
Issued for Rezoning Pre-application Review September 21, 2016 Issued for Rezoning & Development Permit November 30, 2016



Overall Site Plan 1" = 40'-0" November 30, 2016











Drysdale Boulevard

Project Drysdale TOWNHOMES 170 Drysdale Boulevard Kelowna, BC Lot 1, Sec 4, Township 23 LOt 1 ODYD, Plan EPP30767 By 170 Drysdale Joint Venture

Site Section

NTS November 30, 2016





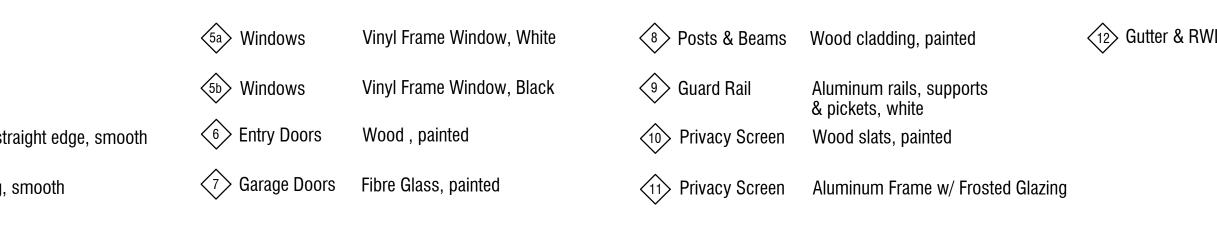
Front Elevation (Street Entry)



Rear Elevation (Garage Entry)

Exterior Finish Legend

Asphalt Shingles
Wood, painted
Hardi Lap Siding stra
Hardi Panel Siding, s





End Elevation



End Elevation

Gutter & RWL Pre-finished aluminum white



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Revisions

Issued for Rezoning Pre-application Review September 21, 2016 Issued for Rezoning & Development Permit November 30, 2016

Client

Project Drysdale TOWNHOMES 170 Drysdale Boulevard Kelowna, BC Lot 1, Sec 4, Township 23 LD 41 ODYD, Plan EPP30767 By 170 Drysdale Joint Venture

Type A Building Elevations Buildings 1, 2, 8, 9 (6-plex)





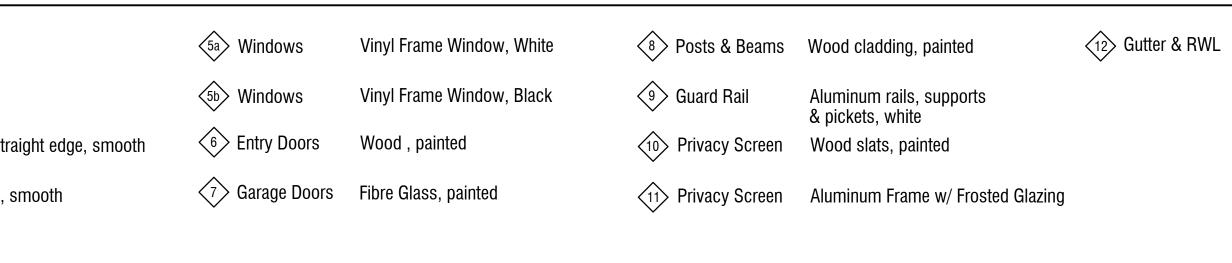


Exterior Finish Legend

1 Pitch Roof	Asphalt Shingles
2 Fascia	Wood, painted
$\sqrt{3}$ Lap Siding	Hardi Lap Siding stra
(4) Wall Panels	Hardi Panel Siding, s

Front Elevation (Mews Entry)

Rear Elevation (Garage Entry)



End Elevation

End Elevation

(12) Gutter & RWL Pre-finished aluminum white



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Revisions

Issued for Rezoning Pre-application Review September 21, 2016 Issued for Rezoning & Development Permit November 30, 2016

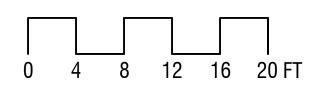
Client

Project Drysdale Townhomes 170 Drysdale Boulevard Kelowna, BC Lot 1, Sec 4, Township 23 LD 41 ODYD, Plan EPP30767

By 170 Drysdale Joint Venture

Type A Building Elevations Building 5 (4-plex)







Front Elevation (Street Entry)



Exterior Finish Legend

1 Pitch Roof	Asphalt Shingles	5a Windows	Vinyl Frame Window, White	Posts & Beams	Wood cladding, painted	(12) Gutter & RWL
Fascia	Wood, painted	√5b Windows	Vinyl Frame Window, Black	9 Guard Rail	Aluminum rails, supports & pickets, white	
<₃> Lap Siding	Hardi Lap Siding straight edge, smooth	6 Entry Doors	Wood , painted	10> Privacy Screen	Wood slats, painted	
(4) Wall Panels	Hardi Panel Siding, smooth	√ Garage Doors	Fibre Glass, painted	11 Privacy Screen	Aluminum Frame w/ Frosted Glazing	

Rear Elevation (Garage Entry)

End Elevation

End Elevation

/L Pre-finished aluminum white



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Revisions

R

Issued for Rezoning Pre-application Review September 21, 2016 Issued for Rezoning & Development Permit November 30, 2016

Client

Project Drysdale Townhomes 170 Drysdale Boulevard Kelowna, BC Lot 1, Sec 4, Township 23 LD 41 ODYD, Plan EPP30767 By 170 Drysdale Joint Venture

Type A Building Elevations Building 11 (5-plex)





Front Elevation (Mews Entry)

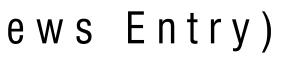


Rear Elevation (Garage Entry)

Exterior Finish Legend

1 Pitch Roof	Asphalt Shingles
2 Fascia	Wood, painted
3 Lap Siding	Hardi Lap Siding strai
4 Wall Panels	Hardi Panel Siding, sn

 $\langle 6 \rangle$ Top Plate Upper Floor Lower Floor



	√5a Windows	Vinyl Frame Window, White	Posts & Beams	Wood cladding, painted	(12) Gutter & RWL
	✓ Windows	Vinyl Frame Window, Black	Suard Rail	Aluminum rails, supports	\checkmark
traight edge, smooth	6 Entry Doors	Wood , painted	v Vivacy Screen	& pickets, white Wood slats, painted	
, smooth	Garage Doors	Fibre Glass, painted	11> Privacy Screen	Aluminum Frame w/ Frosted Glazing	



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Revisions

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End Elevation

End Elevation

Pre-finished aluminum white

Project Drysdale Townhomes 170 Drysdale Boulevard Kelowna, BC Lot 1, Sec 4, Township 23 LD 41 ODYD, Plan EPP30767

By 170 Drysdale Joint Venture

Type B Building Elevations Buildings 4, 6, 7, 10 (8-plex)





Front Elevation (Mews Entry)



Rear Elevation (Garage Entry)

Exterior Finish Legend

Pitch Roof	Asphalt Shingles
2 Fascia	Wood, painted
√3 Lap Siding	Hardi Lap Siding straight ed
(4) Wall Panels	Hardi Panel Siding, smooth

End Elevation



Side Elevation

	5a Windows	Vinyl Frame Window, White	Posts & Beams	Wood cladding, painted	(12) Gutter & RWL
	5b Windows	Vinyl Frame Window, Black	(9) Guard Rail	Aluminum rails, supports & pickets, white	
edge, smooth	6 Entry Doors	Wood , painted	10> Privacy Screen	Wood slats, painted	
oth	√→ Garage Doors	Fibre Glass, painted	11> Privacy Screen	Aluminum Frame w/ Frosted Glazing	

Pre-finished aluminum white





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Revisions

Issued for Rezoning Pre-application Review September 21, 2016 Issued for Rezoning & Development Permit November 30, 2016

Client

Project Drysdale Townhomes 170 Drysdale Boulevard Kelowna, BC Lot 1, Sec 4, Township 23 LD 41 ODYD, Plan EPP30767

By 170 Drysdale Joint Venture

Type B Building Elevations Building 3 (4-plex)







22

Celano Crescent Viewing South

Project Entry on Celano Crescent Viewing West



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Revisions

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Client

Project Drysdale Townhomes 170 Drysdale Boulevard Kelowna, BC Lot 1, Sec 4, Township 23 LD 41 ODYD, Plan EPP30767 By 170 Drysdale Joint Venture

Renderings

NTS November 30, 2016







Entry Mews Viewing West

Common Green Space Viewing North



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Revisions

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Client

Project Drysdale Townhomes 170 Drysdale Boulevard Kelowna, BC Lot 1, Sec 4, Township 23 LD 41 ODYD, Plan EPP30767 By 170 Drysdale Joint Venture

Renderings

NTS November 30, 2016





PLANT LIST

BOTANICAL NAME

TREES Amelanchier Alnifolia 'Obelisk' Cercidiphyllum Japonicum Fraxinus Americana 'Autumn Purple' Populus Tremula 'Erecta'

SHRUBS BERBERIS THUNBERGI 'MONOMB' CORNUS STOLONIFERA 'FARROW' EUONYMOUS ALATUS 'SELECT' JUNIPERUS CHINENSIS 'SPARTAN' SYRINGA MEYERI 'PALIBIN' VIBURNUM OPULUS 'COMPACTUM'

PERENNIALS & GRASSES ACHILLEA FILIPENDULA 'CLOTH OF GOLD' DESCHAMPSIA CESPITOSA ECHINACEA 'MAGNUS SUPERIOR' ECHINOPS RITRO 'BLUE GLOW'

EUPATORIUM DUBIUM 'LITTLE JOE' HOSTA 'HALCYON' HELICTOTRICHON SEMPERVIRENS MOLINIA ARUNDINACEA

NEPETA X FAASSENNII 'WALKERS LOW' PANICUM VIRGATUM 'ROSTRALBUSCH' PENNISETUM ALOPECUROIDES PEROVSKIA ATRIPLICIFOLIA RUDBECKIA FULGIDA 'GOLDSTURM' SALVIA NEMOROSA 'MAY NIGHT'

COMMON NAME

STANDING OVATION SASKATOON KATSURA TREE AUTUMN PURPLE WHITE ASH COLUMNAR SWEDISH ASPEN

CHERRY BOMB BARBERRY16ARCTIC FIRE DOGWOOD16FIRE BALL BURNING BUSH10SPARTAN JUNIPER10DWARF KOREAN LILAC72COMPACT EUROPEAN CRANBERRY72

CLOTH OF GOLD YARROW11TUFTED HAIR GRASS8MAGNUS SUPERIOR CONEFLOWER18BLUE GLOW THISTLE11LITTLE JOE DWARF JOE PYE8HALCYON HOSTA60BLUE OAT GRASS11TALL MOOR GRASS44WALKER'S LOW CATMINT11RED SWITCH GRASS64FOUNTAIN GRASS64RUSSIAN SAGE44GOLDSTURM CONEFLOWER18

MAY NIGHT SALVIA

	QTY	SIZE / SPACING & REMARKS
	13 58 19 5	4cm CAL. 6cm CAL. 6cm CAL. 6cm CAL.
(160 160 102 102 72 72 72	#01 CONT. /1.2M O.C. SPACING #01 CONT. /1.2M O.C. SPACING #01 CONT. /1.5M O.C. SPACING #01 CONT. /1.5M O.C. SPACING #01 CONT. /1.8M O.C. SPACING #01 CONT. /1.8M O.C. SPACING
	118 81 183 118 81 66 118 45 118 66 66 45 183 118	#01 CONT. /0.75M O.C. SPACING #01 CONT. /0.9M O.C. SPACING #01 CONT. /0.6M O.C. SPACING #01 CONT. /0.75M O.C. SPACING #01 CONT. /0.9M O.C. SPACING #01 CONT. /1.0M O.C. SPACING #01 CONT. /1.2M O.C. SPACING #01 CONT. /1.2M O.C. SPACING #01 CONT. /1.0M O.C. SPACING #01 CONT. /1.0M O.C. SPACING #01 CONT. /1.0M O.C. SPACING #01 CONT. /1.0M O.C. SPACING #01 CONT. /1.2M O.C. SPACING #01 CONT. /1.2M O.C. SPACING #01 CONT. /0.6M O.C. SPACING #01 CONT. /0.6M O.C. SPACING

NOTES

1. PLANT MATERIAL AND CONSTRUCTION METHODS SHALL MEET OR EXCEED B.C.L.N.A. STANDARDS.

2. ALL SOFT LANDSCAPE AREAS SHALL BE WATERED BY A FULLY AUTOMATIC TIMED UNDERGROUND IRRIGATION SYSTEM.

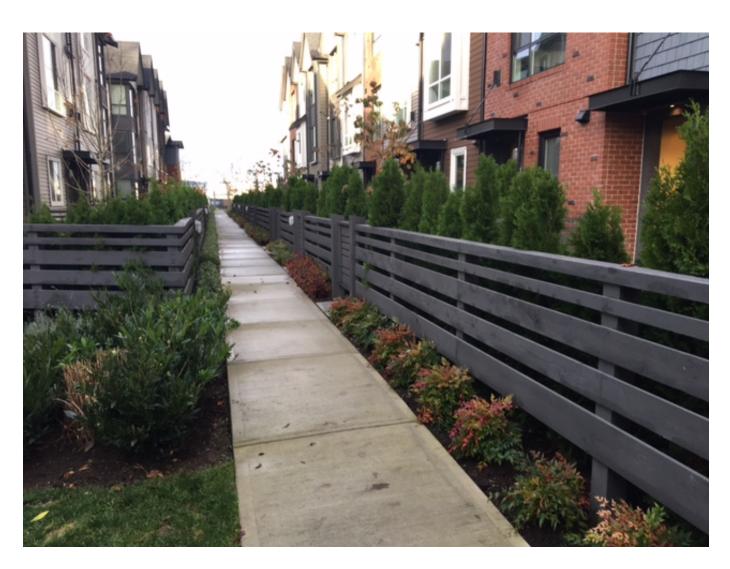
3. TREE AND SHRUB BEDS TO BE DRESSED IN A MINIMUM 50mm WOOD MULCH. DO NOT PLACE WEED MAT UNDERNEATH TREE AND SHRUB BEDS.

4. TREE AND SHRUB BEDS TO RECEIVE A MINIMUM 300mm DEPTH TOPSOIL PLACEMENT.

5. TURF AREAS FROM SOD SHALL BE NO. 1 GRADE GROWN FROM CERTIFIED SEED OF IMPROVED CULTIVARS REGISTERED FOR SALE IN B.C. AND SHALL BE TOLERANT OF DROUGHT CONDITIONS. A MINIMUM OF 100mm DEPTH OF GROWING MEDIUM IS REQUIRED BENEATH TURF AREAS. TURF AREAS SHALL MEET EXISTING GRADES AND HARD SURFACES FLUSH.













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PROJECT TITLE



DRAWING TITLE

CONCEPTUAL LANDSCAPE PLAN

PROJECT NO	16-082
DESIGN BY	FB
DRAVVN BY	NG
CHECKED BY	FB
DATE	NOV. 25, 2016
SCALE	1:250

SEAL



DRAWING NUMBER

ISSUED FOR REVIEW ONLY

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CITY OF KELOWNA

BYLAW NO. 11346 Z16-0082 – 170 Drysdale Blvd

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

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

- THAT City of Kelowna Zoning Bylaw No. 8000 be amended by changing the zoning classification of Lot 1, Section 4, Township 23, ODYD, Plan EPP30767 located at 170 Drysdale Blvd, Kelowna, BC from the A1 – Agriculture 1 and P2 – Education and Minor Institutional zone to the RM3 – Low Density Multiple Housing zone;
- 2. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first time by the Municipal Council this

Considered at a Public Hearing on the

Read a second and third time by the Municipal Council this

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk

REPORT	TO COUNCIL	City of	
Date:	January 23, 2017		Kelowna
RIM No.	1250-04		
То:	City Manager		
From:	Community Planning Department (AC)	
Application:	TA16-0014	Applicant:	ICR Project Inc. – Leo Mariotto
Subject:	Text Amendment		
Existing Zone:	CD5 – Multi-Purposed Facility zone		

1.0 Recommendation

That Council receives, for information, the report from Community Planning dated January 23, 2017, with regards to a proposed text amendment to change the residential parking rate within the CD5 zone;

AND THAT Text Amendment No. TA16-0014 to amend City of Kelowna Zoning Bylaw No. 8000, as outlined in "Schedule A" attached to the Report from Community Planning dated January 23, 2017, be considered by Council;

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

2.0 Purpose

To consider a Text Amendment to Zoning Bylaw No. 8000 in order to reduce the residential parking rate within the CD₅ zone.

3.0 Community Planning

The proposal is to change the residential parking rate in the CD5 zone to be aligned with the adjacent C7 zone (min. 1 stall per residential dwelling unit). Staff support this change in order to have consistent parking regulations within the downtown urban centre. Given the location of the C5 lands within the Downtown, all parking is anticipated to be located on-site within a structured parking facility and integrated into a larger mixed-use development. Under the C7 parking zone requirements residential units are generally expected to provide one parking stall per unit. The intent of the lower parking requirements to other zones is to encourage people living and working at the building to use alternative modes of transportation. For example, the sites are adjacent to the Cawston Active Transportation Corridor and within walking distance of Queensway Transit Exchange.

The applicant has a preliminary design for 1232 Ellis St (see Image 1). The parking regulation change would affect three properties but only two of those properties are anticipated to be developed by the applicant: 1232 Ellis St & 1241 Water St (see Figure 1). The third property is occupied by Prospera Place. The applicant submitted their request to change the residential parking rates within the CD5 zone on September 21st 2016. As of writing this report the applicant had not submitted an official Development Permit application but Staff are anticipating an application to be submitted shortly.



Image 1: 1232 Ellis St. Preliminary Design



Figure 1: Subject Properties

4.0 Current Development Policies

4.1 Kelowna Official Community Plan (OCP)

Portray a Positive Image of Kelowna¹

<u>Downtown</u>. Recognize that a unique, attractive, thriving and livable downtown is strategically important to Kelowna's overall prosperity and success. Towards this end, the City will plan and manage the Downtown as a single and special entity and will take a proactive, comprehensive, integrated and collaborative approach towards providing services and infrastructure, delivering programs, and developing a supportive regulatory and financial environment.

Ensure Efficient Land Use

<u>Re-development of Parking Lots</u>² Encourage that excess parking areas be used for infill commercial, residential and mixed use buildings.

Parking³

Support parking management programs that promote reduced vehicle ownerships, reduced vehicle trips and increased use of active modes of transportation.

5.0 Technical Comments

n/a

6.o Application Chronology	
Date of Application Received:	September 21 st 2016
Report prepared by:	Adam Cseke, Urban Planner
Reviewed by:	Terry Baron, Urban Planning Manager
Approved for Inclusion:	Ryan Smith, Community Planning Manager

Attachments:

Schedule 'A' Proposed Text Amendment Schedule 'B' Preliminary Drawings for 1232 Ellis St

¹ OCP Chapter 8 Economic Development – Objective 8.9 – Policy 2

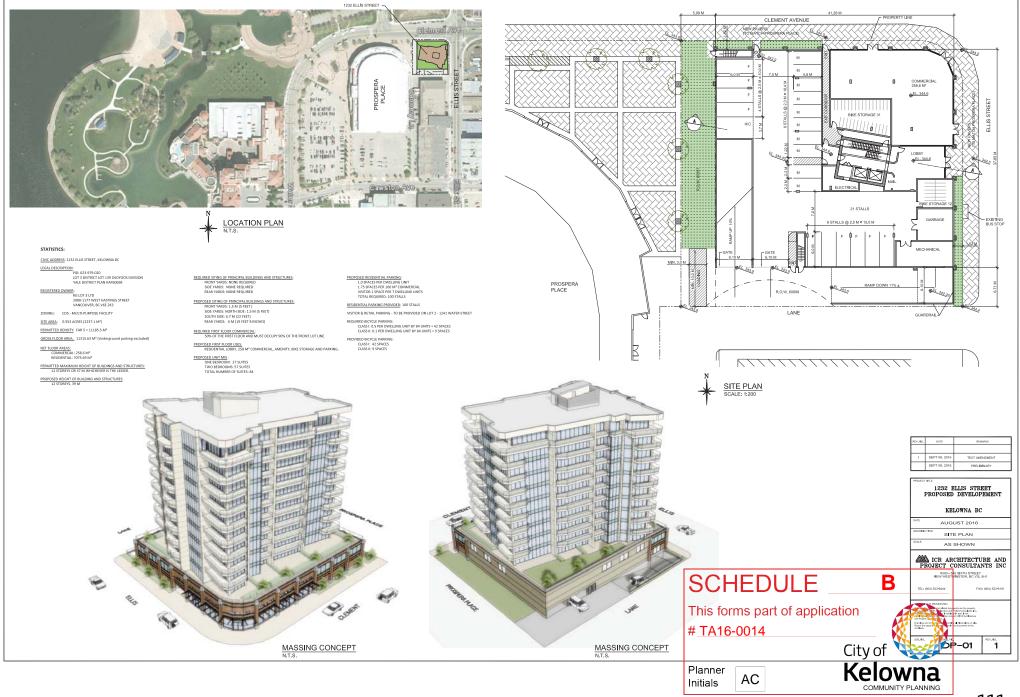
² OCP Chapter 5 Development Process – Objective 5.18 – Policy 1

³ OCP Chapter 5 Development Process – Objective 5.11

SCHEDULE A – PROPOSED TEXT AMENDMENTS TO ZONING BYLAW 8000 – TA16-0014

		Zoning Bylaw 8000		
No.	Section	Existing Text	Proposed Text	Rationale
1.	Table 8.1 – Parking Schedule	1.0 space per dwelling unit in the C4 and C7 commercial zones;	1.0 space per dwelling unit in the <mark>C4,</mark> <mark>C7, & CD5 zones</mark> ;	See Report
	Apartment Housing Row Housing Stacked Row Housing			







CITY OF KELOWNA

BYLAW NO. 11347 TA16-0014 - Parking Amendments for the CD5 - Multi-Purposed Facility zone

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

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

 THAT City of Kelowna Zoning Bylaw No. 8000, Section 8 - Parking and Loading, Table 8.1 - Parking Schedule, Residential and Residential Related, Apartment Housing/Row Housing/Stacked Row Housing; under Stacked Row Housing Column, deleting the following:

"1.0 space per dwelling unit in the C4 and C7 Commercial zones;"

And replacing it with:

"1.0 space per dwelling unit in the C4, C5 and C7 Commercial zones"

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

Read a first time by the Municipal Council this

Considered at a Public Hearing on the

Read a second and third time by the Municipal Council this

Approved under the Transportation Act

(Approving Officer-Ministry of Transportation)

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk

SUPPLEMENTAL REPORT TO COUNCIL



Date:	January 23, 200	6		Kelo
RIM No.	1250-30			
То:	City Manager			
From:	Community Pla	anning Department (TC)		
Application:	Z16-0065		Owner:	Jamie D. Coates
Address:	4077 & 4079 Jui	ne Springs Road	Applicant:	Shanti Handley
Subject:	Z16-0065			
Existing OCP De	signation:	REP – Resource Protect	tion Area	
Existing Zone:		A1 – Agriculture 1		
Proposed Zone:		A1c – Agriculture 1 with	n Carriage Hous	Se

1.0 Recommendation

THAT Council receives for information, the Supplemental Report from Community Planning dated January 23, 2016 with respect to Rezoning Application No. Z16-0065, for *Parcel B (Plan B5939) Lot 77 Section 3 Township 26 ODYD Plan 1247*, located on 4077 and 4079 June Springs Road;

AND THAT the rezoning bylaw be forwarded to a Public Hearing;

AND THAT Final Adoption of the rezoning bylaw be subject to the registration of a covenant that restricts the following:

- Principal uses are restricted to: agriculture; greenhouses and plant nurseries; intensive agriculture and single dwelling housing;
- Secondary uses are restricted to: carriage house and home based business rural (existing structures only);
- Maximum number of permitted dwellings on the property is two (no additional suites are permitted);
- Secondary uses are permitted when the principal land use on the property includes agriculture, greenhouses and plant nurseries or intensive agriculture;
- Residential tenancy must be no less than a 30 day period (short term rentals are not permitted);
- Farm Residential Footprint is restricted to less than 2000 metres²; and
- The remainder of the property is protected via a No Build Area.

2.0 Purpose

At the January 9th, 2017 Council meeting, Council supported the application to rezone the subject property from A1 – Agriculture to A1c – Agriculture 1 with Carriage House zone and also directed staff to report back to Council with appropriate recommendations and bylaw for first reading consideration.

3.0 Community Planning

At the January 9th, Council meeting, Community Planning staff put forward a recommendation that Council not support the proposal to convert the existing accessory building into a carriage house given that the building approval was based on the dwelling being used for farm worker accommodation.

As directed by Council, staff have returned with a bylaw for First Reading and a recommendation that approval of the the bylaw be subject to a registered covenant. The intention of the convenant is to ensure that the property is protected for mainly agricultural purposes and that no further urban development occurs on the property. The details of the covenant would be as as follows:

- Restricts the principal uses to agricultural uses only;
- Restricts the secondary uses to carriage house and home based business only;
- Restricts the maximum number of dwellings permitted on the property to two (2);
- Requires that some form of agricultural land use exist on the property prior to secondary land uses being permitted;
- Restricts short term rentals on the property;
- Restricts the farm residential footprint size to under 2000 square metres; and
- Restricts additional structures on the remainder of the property.

Subject Property Map:







4.0 Application Chronology

Date of Application Received: Referral Circulated: AAC Meeting: Ownership Change: Referral Comments Received: Owner's Authorization Form Received: Neighbourhood Consultation Completed: Staff Presentation to Council Completed: September 23, 2016 September 28, 2016 October 13, 2016 October 24, 2016 November 14, 2016 December 5, 2016 December 6, 2016 January 9, 2016

Report prepared by:	Todd Cashin, Suburban and Rural Planning Manager
Reviewed by:	Terry Barton, A/ Community Planning Manager
Approved for Inclusion:	Doug Gilchrist, Community Planning & Real Estate Director

CITY OF KELOWNA

BYLAW NO. 11348 Z16-0065 – 4077 & 4079 June Springs Road

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

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

- THAT City of Kelowna Zoning Bylaw No. 8000 be amended by changing the zoning classification of Parcel B (Plan B5939) Lot 77 Section 3 Township 26 ODYD Plan 1247 located at 4077 and 4079 June Springs Rd, Kelowna, BC from the A1 – Agriculture 1 zone to the A1c – Agriculture 1 with Carriage House zone;
- 2. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first time by the Municipal Council this

Considered at a Public Hearing on the

Read a second and third time by the Municipal Council this

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk





Date:	January 23, 201	16		NEIUWI
RIM No.	0940-00			
То:	City Manager			
From:	Community Pla	anning Department (TB)		
Application:	DP16-0252		Owner:	0725353 BC Ltd Inc No. BC0725353
Address:	6oo Boynton Place		Applicant:	Architecturally Distinct Solutions
Subject:	Development F	Permit - Council		
Existing OCP De	signation:	MRM – Multiple Unit Re	esidential (Med	ium Density)
Existing Zone:		RM4 – Transitional Low	v Density Housi	ng

1.0 Recommendation

THAT Council authorizes the issuance of Development Permit No. DP16-0252 for Lot A, Section 31, Township 26, ODYD, Plan KAP91474 Except Plan KAS3850 (Phases 1, 2, 3, 4, 5, 6, 7, 8, 9, and 10), located at 600 Boynton Place, Kelowna, BC subject to the following:

1. The dimensions and siting of the building to be constructed on the land be in accordance with Schedule "A,"

2. The exterior design and finish of the building to be constructed on the land, be in accordance with Schedule "B";

3. Landscaping to be provided on the land be in accordance with Schedule "C";

4. The applicant be required to post with the City a Landscape Performance Security deposit in the form of a "Letter of Credit" in the amount of 125% of the estimated value of the landscaping, as determined by a Registered Landscape Architect;

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

2.0 Purpose

To consider the form and character of a townhome complex in a phased strata.

3.0 Community Planning

Community Planning supports the development permit for the form and character of the proposed townhome complex. This is the 11th phase of a strata development and the form and character compliments and maintains the existing architectural style in the other existing buildings. The proposal requires no variances, and is accessed from an internal strata road. The proposed landscaping is consistent with the existing development including the provision of private outdoor space on the ground level patios for residents. The project meets the majority of the Official Community Plan (OCP) Design Guidelines for multi-family comprehensive development. Staff also note that completing this last phase of development will be an improvement to the existing vacant site.

4.0 Proposal

4.1 <u>Background</u>

The townhome development at 600 Boynton Place began construction in 2010 as a phased strata development consisting of 86 townhome units. In 2013 a 4 ½ storey apartment complex was proposed for the final phase of the strata and was never realized. This final phase is now under new ownership.

4.2 <u>Project Description</u>

The current applicant has proposed 7 townhome units in one building to complete Phase 11 of the phased strata development. The location of the final phase has some grade change which the applicant has used effectively to reduce the massing and provide visual interest in the design. The townhomes are offset and fit with the contours of the site.

The proposed design uses a variety of materials including different shades of hardie board, cultured stone, and asphalt shingles. The colour palette is neutral and compliments the existing townhomes. As the location of this proposal is accessed from the internal strata road, there is minimal visual impact to the public street.

Each unit features 3 bedrooms, a single garage and driveway parking, and a ground level covered outdoor patio area. The patio area is well defined through the use of landscaping, lawn, ornamental shrubs, retaining walls, and fencing. The patios are oriented to the west and are covered to provide protection from the elements. More than the required visitor parking has been provided in the other phases in close proximity.



4.3 Site Context

600 Boynton Place is located on the west side of Clifton in the Glenmore-Clifton-Dilworth Sector. Phase 11 of this development is the last and final phase to be developed and is located on the north west corner of the property. It is farthest from Clifton and is only visible from the private strata road.



Subject Property Map: 600 Boynton Place

4.4 Zoning Analysis Table

Zoning Analysis Table		
CRITERIA	RM4 ZONE REQUIREMENTS	PROPOSAL
E	xisting Lot/Subdivision Regulation	S
Lot Area	900.0 m ²	>900.0 m ²
Lot Width	30.0 m	124.4 M
Lot Depth	30.0 m	187.1 m
Site Coverage (buildings)	50%	32%
Site Coverage (buildings, driveways, and parking)	60%	60%
	Development Regulations	
Floor Area Ratio	.65	.61
Height	13.0 m / 3 storeys	9.5 m / 2 storeys
Side Yard (west)	4.5 m	14.0 M
Rear Yard	7.5 M	7.5 M
Other Regulations		
Minimum Parking Requirements	14 stalls	14 stalls
Private Open Space	25 m ² per dwelling	>25 m ² per dwelling

5.0 Current Development Policies

5.1 <u>Kelowna Official Community Plan (OCP)</u>

Development Process

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

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

Phasing.³ Require development to proceed in a logical, sequential order, concurrently with availability of required urban services.

6.o Technical Comments

6.1 <u>Building & Permitting Department</u>

- Development Cost Charges (DCC's) are required to be paid prior to issuance of any Building Permit(s) for new construction.
- Size and location of all signage to be clearly defined as part of the development permit
- A Geotechnical report is required to address the sub soil conditions and site drainage at time of building permit application
- A Building Code analysis is required for the structure(s) at time of building permit applications, but the following items may affect the form and character of the building(s):
 - a) The 2012 edition of the British Columbia Building Code (BCBC) may limit the amount of unprotected openings between buildings. Spatial calculations should be provided prior to the release of the Development Permit
 - b) Are these units going to be individually strata titles and how does the projecting roofs affect the strata title?
- Full Plan check for Building Code related issues will be done at time of Building Permit applications, but the flowing item may be required to be addressed at time of application:
 - a) Submission drawings to show the required fire stopping/blocking details and cross sections required for all mechanical shafts separations.
 - b) Architectural drawings to show sections and details indicating the insulation details of overbuild roof areas
 - c) Drawings to show the fire stopping and framing method(s) for the back to back stairs on either side of the unit demising walls. Fire stopping details also required within the

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

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

³ City of Kelowna Official Community Plan, Policy 5.3.3 (Development Process Chapter)

attic spaces of the bedroom areas with overhanging / overbuild roof areas as well as soffit protection details.

6.2 <u>Development Engineering Department</u>

• Please see attached memorandum dated October 17, 2016

6.3 Fire Department

- Requirements of section 9.10.19 Smoke Alarms and Carbon Monoxide alarms of the BCBC 2012 are to be met.
- Construction fire safety plan is required to be submitted and reviewed prior to construction and updated as required.
- Engineered Fire Flow calculations are required to determine Fire Hydrant requirements as per the City of Kelowna Subdivsion Bylaw #7900. New hydrants on this property shall be operational prior to the start of construction and shall be deemed a private hydrant
- The building should have one address and each townhome a unit number.
- Ensure emergency access is maintained.

6.4 FortisBC Electric

- There are FortisBC Inc (Electric) ("FBC(E)") primary distribution facilities within the common property road east of the proposed development site. Any future service requests from these facilities may require extension work, the cost of which may be significant, as well as the provision of land rights. To date, arrangements have not been completed to meet the requirements to service the proposed development. The applicant is responsible for costs associated with changes to the proposed lots' existing service, if any, as well as the provision of appropriate land rights where required.
- Otherwise, FBC(E) has no concerns with this circulation.
- In order to initiate the design process, the customer must call 1-866-4FORTIS (1-866-436-7847). It should be noted that additional land rights issues may arise from the design process but can be dealt with at that time, prior to construction.

6.5 <u>Telus</u>

- Developer is responsible for contacting TELUS to discuss service requirements and to provide a site plan proposed shallow utilities.
- They can contact me directly or send information to <u>Kelowna.engineering@telus.com</u>.

7.0 Application Chronology	
Date of Application Received:	October 13, 2016
Report Prepared by:	Trisa Brandt, Planner I
Reviewed by:	Terry Barton, Urban Planning Manager
Reviewed by:	Ryan Smith, Community Planning Department Manager
Approved for Inclusion:	Doug Gilchrist, Divisional Director, Community Planning & Real Estate

Attachments:

Development Engineering Memorandum dated October 17, 2016 Draft Development Permit DP16-0252 Schedule "A": Site Plan and Floor Plans Schedule "B": Elevations and Colour Board Schedule "C": Landscape Plan

CITY OF KELOWNA

MEMORANDUM

Date: October 17, 2016

File No.: DP16-0252

To: Community Planning (TB)

From: Development Engineering Manager (PI)

Subject: 600 Boynton Place Development Permit for Form and Character (RM4)

Development Engineering has the following comments and requirements associated with this application to obtain a Development Permit for the form and character of the proposed 7 Townhomes. (RM4 600 Boynot Place)

The proposed development is within Strata Lot CP, Plan K3850

Development Engineering has no comment regarding the form and character of the proposed buildings.

Proposed driveway access and turn around must be acceptable to the City fire department.

/R¥án O'Sullívan Development Engineering Technologist

Development Engineering Manager (initials)

DEVELOPMENT PERMIT



APPROVED ISSUANCE OF DEVELOPMENT PERMIT NO. DP16-0252

Issued To:	0725353 BC Ltd Inc No. BC0725353	
Site Address:	6oo Boynton Place	
Legal Description:	Lot A, Section 31, Township 26, ODYD, Plan KAP91474 Except Plan KAS3850 (Phases 1, 2, 3, 4, 5, 6, 7, 8, 9, and 10)	
Zoning Classification:	RM4 – Transistional Low Density Housing	
Development Permit Are	ea: Comprehensive – Multi-Family Housing	

SCOPE OF APPROVAL

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

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

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

1. TERMS AND CONDITIONS

THAT Development Permit No. DP16-0252 for Lot A, Section 31, Township 26, ODYD, Plan KAP91474 Except Plan KAS3850 (Phases 1, 2, 3, 4, 5, 6, 7, 8, 9, and 10), located at 600 Boynton Place, Kelowna, BC to allow the construction of 7 townhomes be approved subject to the following:

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

2. PERFORMANCE SECURITY

As a condition of the issuance of this Permit, Council is holding the security set out below to ensure that development is carried out in accordance with the terms and conditions of this Permit. Should any interest be earned upon the security, it shall accrue to the Permit Holder and be paid to the Permit Holder if the security is returned. The condition of the posting of the security is that should the Permit Holder fail to carry out the development hereby authorized, according to the terms and conditions of this Permit within the time provided, the Municipality may use the security to carry out the work by its servants, agents or contractors, and any surplus shall be paid over to the Permit Holder, or should the Permit Holder carry out the development permitted by this Permit within the time set out above, the security shall be returned to the Permit Holder. There is filed accordingly:

- a) Cash in the amount of \$_____ OR
- b) A Certified Cheque in the amount of \$_____OR
- c) An Irrevocable Letter of Credit in the amount of \$_____.

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

3. DEVELOPMENT

The land described herein shall be developed strictly in accordance with the terms and conditions and provisions of this Permit and any plans and specifications attached to this Permit that shall form a part hereof.

If the Permit Holder does not commence the development permitted by this Permit within two years of the date of this Permit, this Permit shall lapse.

This Permit IS NOT a Building Permit.

4. APPLICANT'S AGREEMENT

I hereby declare that all of the above statements and the information contained in the material submitted in support of this Permit are to the best of my belief, true and correct in all respects. Upon issuance of the Permit for me by the Municipality, then in such case, I covenant and agree to save harmless and effectually indemnify the Municipality against:

- a) All actions and proceedings, costs, damages, expenses, claims, and demands whatsoever and by whomsoever brought, by reason of the Municipality granting to me the said Permit.
- b) All costs, expenses, claims that may be incurred by the Municipality if the construction by me of engineering or other types of works as called for by the Permit results in damages to any property owned in whole or in part by the Municipality or which the Municipality by duty or custom is obliged, directly or indirectly in any way or to any degree, to construct, repair, or maintain.

I further covenant and agree that should I be granted a Development Permit and/or Development Variance Permit, the Municipality may withhold the granting of any Occupancy Permit for the occupancy and / or use of any building or part thereof constructed upon the hereinbefore referred to land until all of the engineering works or other works called for by the Permit have been completed to the satisfaction of the Municipal Engineer and Divisional Director of Community Planning & Real Estate.

Should there be any change in ownership or legal description of the property, I undertake to notify the Community Planning Department immediately to avoid any unnecessary delay in processing the application.

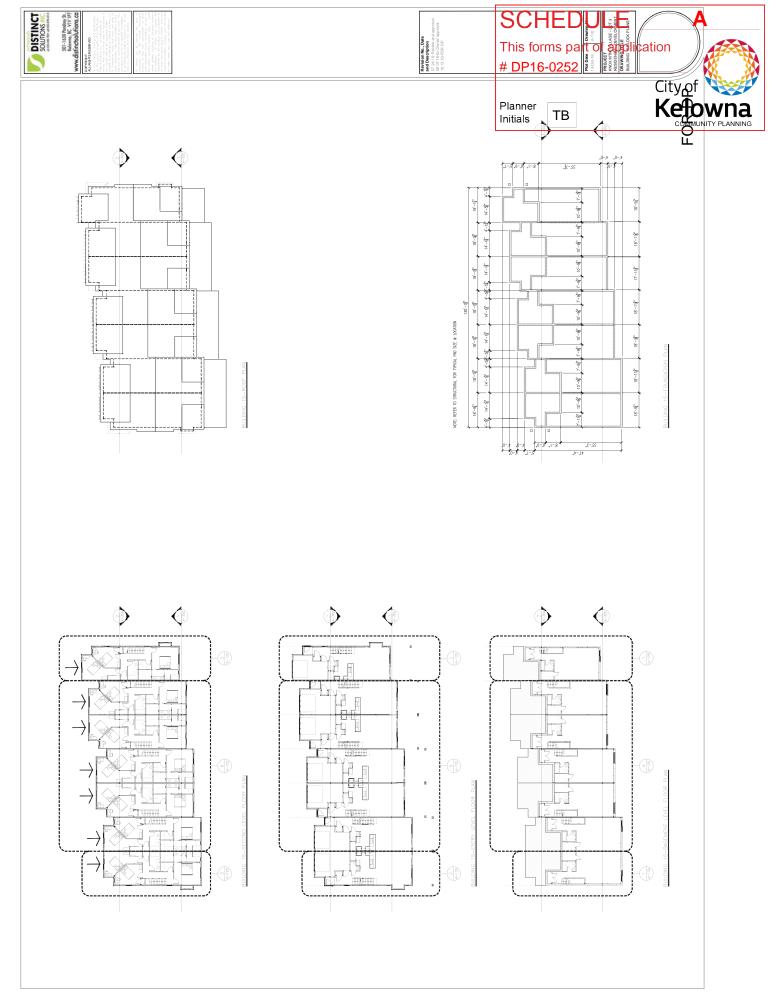
5. APPROVALS

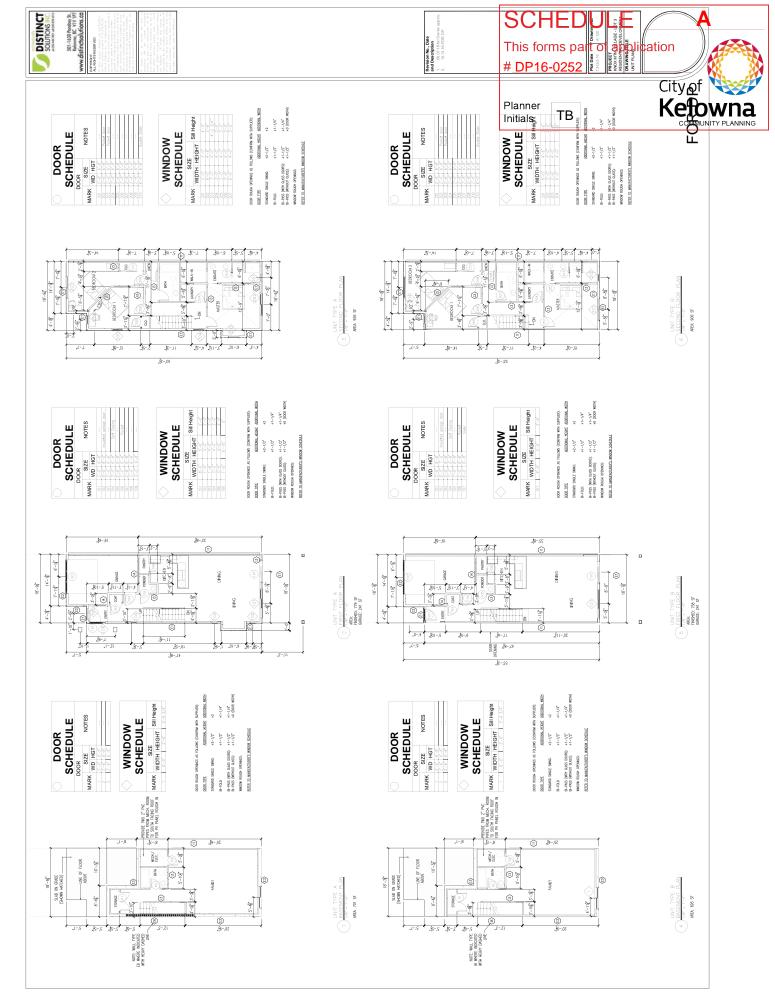
Issued and approved by Council on the _____ day of _____, 2016.

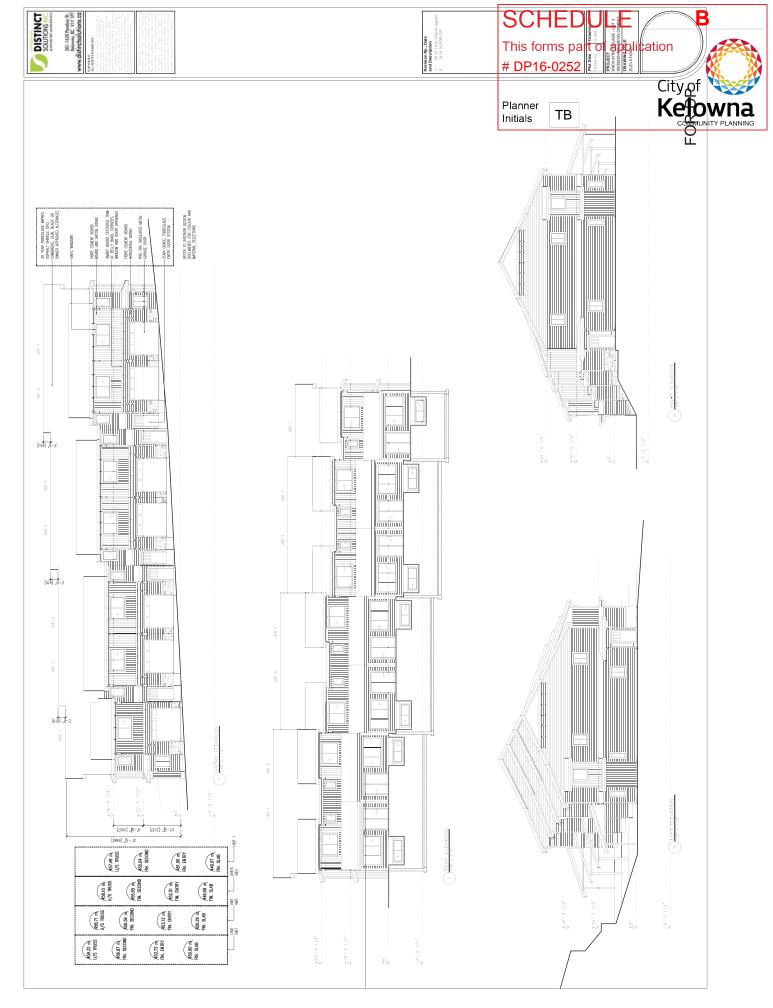
Ryan Smith, Community Planning Department Manager Community Planning & Real Estate Date

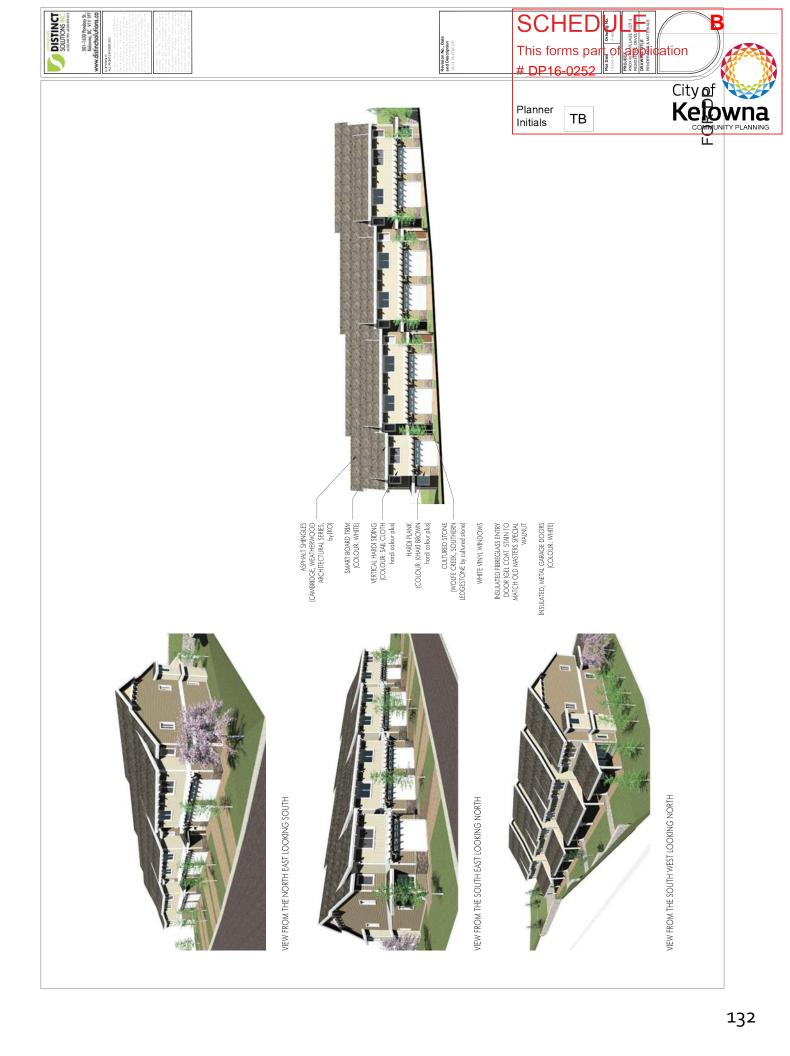
The PERMIT HOLDER is the <u>CURRENT LAND OWNER</u>. Security shall be returned to the PERMIT HOLDER.

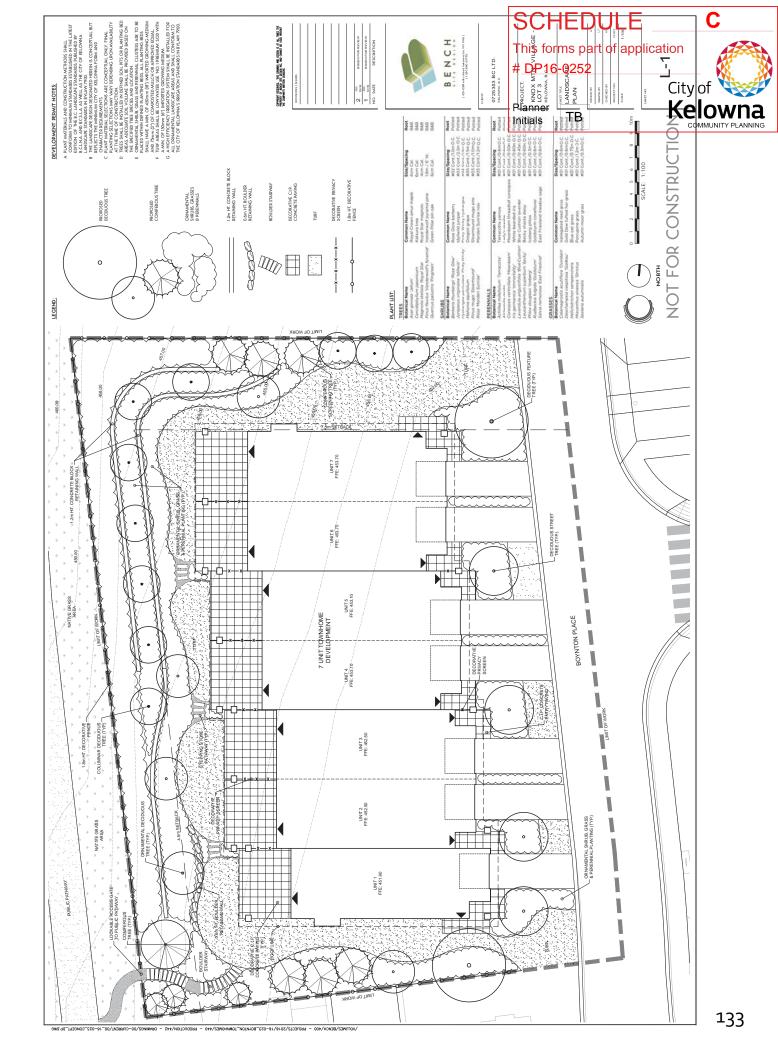












REPORT TO COUNCIL



Date:	January 24, 201	17		NEIUWIIC
RIM No.	0940-00			
То:	City Manager			
From:	Community Pla	anning Department (RR)		
Application:	DP16-0286		Owner:	Coastal Hollypark Properties Ltd, Inc No. BC1017809
Address:	1580 Hwy 33 W	est	Applicant:	Coastal Hollypark Properties Ltd, Inc No. BC1017809
Subject:	Form and Char	acter Development Perr	nit	
Existing OCP De	signation:	COMM - Commercial		
Existing Zone:		C9 – Tourism Commerc	cial / C4 — Urbar	n Center Commercial

1.0 Recommendation

THAT Council authorizes the issuance of Development Permit No. DP16-0286 for Lot 1, DL 125, ODYD Plan 8791 Except Plans 39705 and KAP79377, located at 1580 Hwy 33 West, Kelowna, BC subject to the following:

1. The dimensions and siting of the building to be constructed on the land be in accordance with Schedule "A,"

2. The exterior design and finish of the building to be constructed on the land, be in accordance with Schedule "B";

3. Landscaping to be provided on the land be in accordance with Schedule "C";

4. The applicant be required to post with the City a Landscape Performance Security deposit in the form of a "Letter of Credit" in the amount of 125% of the estimated value of the landscaping, as determined by a Registered Landscape Architect;

AND THAT Council's consideration of this Development Permit be considered subsequent to the outstanding conditions of approval as set out in Schedule "A" attached to the Report from the Community Planning Department dated June 24, 2017;

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

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

2.0 Purpose

To consider a development for the form and character of a multiple phase hotel project.

3.0 Community Planning

The design and layout of the two proposed hotels represent a significant shift from the applicant's earlier proposal on the subject property. On June 13^{th} , 2016, Council turned down a Development Permit application for two hotels on this property, based on a negative recommendation from staff, as the design contravened OCP Urban Design Guidelines. The applicant has re-designed the project to allay Council concerns.

Overall, the proposed design is more in keeping with the Development Permit Guidelines in the OCP. The stronger street presence of the buildings will enhance the Highway 33 corridor. The stronger treatment of the pedestrian access to the site helps achieve walkability goals. Through a combination of berming and landscape buffering, the visual impact of the surface parking is also reduced. Based on these revisions, Community Planning is now recommending support for the Development Permit.

4.0 Proposal

4.1 <u>Background</u>

In June of 2016, Council considered a Development Application permit for two Marriott branded hotels on the site. At the time, Council made the decision based on the proposal not complying with key OCP Development Permit Guidelines. Specifically, the concern raised was that both hotels were set well back on the property, with large expanses of parking fronting onto both Highways 33 and 97.

Based on Council's decision the applicant redesigned the site plan.

4.2 Project Description

With the new design, the applicant has attempted to strike a new balance in terms of site layout and design, while still achieving similar unit yield, with 120 units in the first phase. The design represents a compromise between the functionality of the hotels and the City objectives.



The proposed site plan would see the hotels located along the Hwy 33 frontage, with parking being located behind and along the Hwy 97 frontage. The Hwy 33 frontage is not as highly trafficked as Hwy 97, with considerably less heavy truck traffic. The applicant believes that it is preferable from a noise and functionality perspective for hotel operations.

The applicant has also proposed a 16 storey residential tower on the site. This would be part of a future phase, and there is no application for the project at this time. The tower would require a major variance from Council. Support for the hotels does not imply future support for the tower, an independent project.

The Development Permit is only for the first phase of the hotel complex. Future development will require approval from Council.

The proposed design complies with all C9 Tourism Commercial zoning requirements, and no variances will be required for the construction of the building. Based on the proposed signage, a variance may be required to allow fascia signs on all sides of the building, but it is anticipated that the new Sign Bylaw will be adopted by the time of construction, obviating the need for a variance.



4.3 <u>Building Design</u>

The proposed hotel design is a simple colour scheme, with multiple shades of grey stucco accented by dark masonry and cedar elements. The colour scheme and design are in keeping with the recently approved Holiday Inn site across the Highway 97.



The south portion of the building, facing the highway, will not have windows. It is intended that the second building tie into the first during the second phase of construction. To avoid the possibility of a blank portion of wall façade, the building will be clad in a variety of panel colours, providing a degree of visual interest during the building phasing.



The site landscaping plan is intended to break up the parking lots through changes in material and installation of landscaping. The central island will be built up higher than the parking lot, breaking the perception of a large parking area. The site layout includes a commercial plaza at the Highway intersection.



4.4 <u>Site Context</u>

The site sits just north of the Midtown Urban Centre, at the intersection of Hwy 97 and Hwy 33, a key intersection. There are multiple hotels nearby, including the Fairfield and the proposed Holiday Inn across Highway 97. There is currently a small motor hotel on the site. The property is just outside the Midtown Urban Center.

Hotel guests will have ready access to commercial services to the south, around Costco, as well as the proposed commercial plaza as part of the Holiday Inn project, slated to begin construction in the spring.

4.5 Differences between Original and New Submissions

Based on the concerns Council raised at the meeting on June 13, 2016, the applicant has made major changes to the proposal. Key changes include:

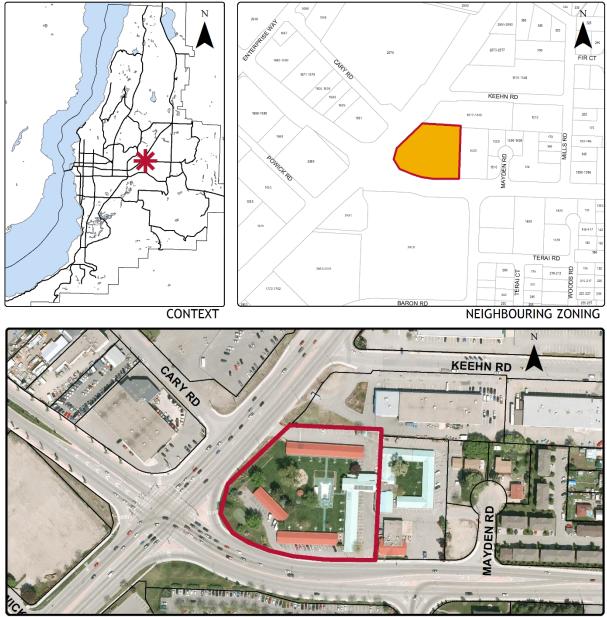
- Re-orientation of buildings onto Highway 33 frontage
- Re-configuration of parking lot to break up asphalt masses
- Change in colour scheme to better coordinate with other hotels in area

The changes address most of Council's concerns raised during the June 13th meeting and meet staff requirements for support.

Adjacent land uses are as follows:

Orientation	Zoning	Land Use
North	C10 – Service Commercial	Auto Service
East	C9 – Tourist Commercial	Motel
South	C10 – Service Commercial	Costco
West	C10 – Service Commercial	Furniture Store

Subject Property Map:



SUBJECT PROPERTY

	Zoning Analysis Table	
CRITERIA C9 ZONE REQUIREMENTS PROPOSAL		PROPOSAL
	Development Regulations	
Maximum Floor Area Ratio	1.5	1.44
Maximum Height	22.om / 6 storeys	20.7 m / 6 storeys
Minimum Front Yard (Hwy 97)	6.o m	7.1 M
Minimum Side Yard (Hwy 33)	4.5 m	4.6 m
Minimum Side Yard (north)	3.0 m	3.1 m
Minimum Rear Yard	15.0 M	15.1 M
Minimum Parking Requirements	200 (total project)	210 (total project)
Minimum Bicycle Parking	20 (total project)	32 (total project)

4.6 <u>Zoning Analysis Table</u>

5.0 Current Development Policies

5.1 Kelowna Official Community Plan (OCP)

Comprehensive Form and Character Development Permit 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 multimodal linkages;

6.o Technical Comments

6.1 <u>Building & Permitting Department</u>

Development Permit drawings do not indicate full extent of interior layouts, exiting, etc, so the following comments may not be complete and additional items may require clarification at time of Building Permit application.

- 1) Development Cost Charges (DCC's) are required to be paid prior to issuance of any Building Permit(s)
- 2) Demolition Permit required for any existing structures
- 3) Placement permits are required for any sales or construction trailers that will be on site. The location(s) of these are to be shown at time of development permit application.

- 4) A Hoarding permit is required and protection of the public from the staging area and the new building area during construction. Location of the staging area and location of any cranes should be established at time of DP.
- 5) Requirements of the City of Kelowna fire prevention regulations bylaw No. 10760 for buildings 6 stories and greater are to be shown on the building permit drawings. Please add these to the requirements outlined in BCBC 3.2.6 for High Buildings
- 6) Fire Department access, turn a rounds and private hydrant locations are too verified with Kelowna Fire Department. Private fire hydrant requirements should be defined at this time with Kelowna Fire Department if required
- 7) A Structural design and Code Analysis peer review may be required at time of building permit application Development Engineering Department
- 8) A Building Code analysis is required for the structure at time of building permit applications, but the following items may affect the form and character of the building(s):
 - a. A Building Code analysis is required for the structure at time of building permit applications, but the following items may affect the form and character of the building(s): Any security system that limits access to exiting needs to be addressed in the code analysis by the architect.
 - b. Handicap Accessibility to the main floor levels to be provided, ramps may be required. Location of H/C parking is required on the drawings.
 - c. Spatial calculation required to property lines
 - d. Glazing to meet minimum provincial standards as outline in the Building Code.
- 9) A Geotechnical report is required to address the sub soil conditions and site drainage at time of building permit application. This property falls within the Mill Creek flood plain bylaw area and compliance is required. Minimum building elevations are required to be established prior to the release of the Development Permit.
- 10) We strongly recommend that the developer have his professional consultants review and prepare solutions for potential impact of this development on adjacent properties. Any damage to adjacent properties is a civil action which does not involve the city directly. The items of potential damage claims by adjacent properties are items like settlement of foundations (preload), damage to the structure during construction, additional snow drift on neighbour roofs, excessive noise from mechanical units, vibration damage during foundation preparation work etc.
- 11) HPO (Home Protection Office) approval or release is required at time of Building Permit application.

6.2 Fire Department

- Construction fire safety plan is required to be submitted and reviewed prior to construction and updated as required. Template at Kelowna.ca
- Should a hydrant be required on this property it shall be operational prior to the start of construction and shall be deemed a private hydrant
- Sprinkler drawings are to be submitted to the Fire Dept. for review when available.

- A fire safety plan as per section 2.8 BCFC is required at occupancy. The fire safety plan and floor plans are to be submitted for approval in AutoCAD Drawing format on a CD
- Fire Department access is to be met as per BCBC 3.2.5. -
- Approved Fire Department steel lock box acceptable to the fire dept. is required by the fire dept. entrance and shall be flush mounted
- All requirements of the City of Kelowna Fire and Life Safety Bylaw 10760 shall be met including those for high buildings and communications
- Fire alarm system is to be monitored by an agency meeting the CAN/ULC S₅61 Standard.
- Contact Fire Prevention Branch for fire extinguisher requirements and placement.
- Fire department connection is to be within 45M of a fire hydrant unobstructed.

Application Chronology Date of Application Received:	November 14, 2016
Report prepared by:	Ryan Roycroft, Planner
Reviewed by:	Terry Barton, Urban Planning Manager
Approved for Inclusion:	Doug Gilchrist, Divisional Director, Community Planning & Real Estate
Attachments: DP16-0286 Engineering Memorandum	

CITY OF KELOWNA

MEMORANDUM

Date: January 11, 2016

File No.: DP16-0286

To: Community Planning (RR)

From: Development Engineering Manager (SM)

Subject: 1580 Hwy 33 West

Two new hotels

Development Engineering has the following comments and requirements associated with this application for the form and character of two new hotels that are proposed.

The Development Engineering Technologist for this project is Jason Ough

1. <u>General</u>

- a) These are Development Engineering comments/requirements and are subject to the review and requirements from the Ministry of Transportation (MOTI) Infrastructure Branch.
- b) This proposed Development Permit Application may require the installation of centralized mail delivery equipment. Please contact Rick Ould, Delivery Planning Officer, Canada Post Corporation, 530 Gaston Avenue, Kelowna, BC, V1Y 2K0 (250-763-3558 ext. 2008) to obtain further information and to determine suitable location(s) within the development.
- c) Where there is a possibility of a high water table or surcharging of storm drains during major storm events, non-basement homes may be required. This must be determined by the engineer and detailed on the Lot Grading Plan required in the drainage section.

2. <u>Domestic Water and Fire Protection</u>

- a) The property is located within the Rutland Waterworks District (RWD) 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 RWD staff for any service improvements and the decommissioning of existing services.
- b) Boulevard landscape irrigation system, must be integrated with the on-site irrigation system.

3. Sanitary Sewer

a) Our records indicate the proposed development lot is connected with 150mm diameter sewer service. The developer's consulting mechanical engineer will determine the development requirements of this proposed development and establish the service needs. Only one service will be permitted for this development property and must tie into a manhole. The applicant, at his cost, will arrange for the removal and disconnection of the existing services and the installation of one new larger service.

4. Storm Drainage

- a) 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 Subdivision Development and Servicing Bylaw 7900. 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.
- b) On site storm drainage systems and overflow service for the site will be reviewed and approved by Engineering when a site servicing design is submitted.

5. Road Improvements

- a) Access configuration to this development property will be determined by the results of a Traffic Impact Assessment. Terms of Reference for this assessment were agreed upon in 2016 by the applicant's consulting engineer, MOTI, and City of Kelowna.
- b) Required improvements to public fronting roadways will be determined through consultation with the MOTI and based on the results of the Traffic Impact Assessment.
- c) There will be no access permitted to 1520 Highway 33 from the existing shared access to 1580 from Highway 33.
- d) Any gaps in the existing boulevard irrigation system must be address as part of this application.

6. Subdivision Requirements

- a) If any road dedication or closer affects lands encumbered by a Utility right-of-way (such as Gas, etc.) please obtain the approval of the utility prior to application for final subdivision approval. Any works required by the utility as a consequence of the road dedication or closer must be incorporated in the construction drawings submitted to the City's Development Manager.
- b) Provide all necessary Statutory Rights-of-Way for any utility corridors required, including those on proposed or existing City Lands.

- 7. <u>Electric Power and Telecommunication Services</u>
 - a) All proposed distribution and service connections are to be installed underground.
 - b) Streetlights must be installed on all roads.
 - c) 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.
 - d) Re-locate existing utilities, where necessary.

8. <u>Design and Construction</u>

- a) Design, construction supervision and inspection of all off-site civil works and site servicing must be performed by a Consulting Civil Engineer and all such work is subject to the approval of the City Engineer. Drawings must conform to City standards and requirements.
- b) Engineering drawing submissions are to be in accordance with the City's "Engineering Drawing Submission Requirements" Policy. Please note the number of sets and drawings required for submissions.
- c) Quality Control and Assurance Plans must be provided in accordance with the Subdivision, Development & Servicing Bylaw No. 7900 (refer to Part 5 and Schedule 3).
- d) A "Consulting Engineering Confirmation Letter" (City document 'C') must be completed prior to submission of any designs.
- e) Before any construction related to the requirements of this subdivision application commences, design drawings prepared by a professional engineer must be submitted to the City's Works & Utilities Department. The design drawings must first be "Issued for Construction" by the City Engineer. On examination of design drawings, it may be determined that rights-of-way are required for current or future needs.

9. <u>Servicing Agreements for Works and Services</u>

- a) A Servicing Agreement is required for all works and services on City lands in accordance with the Subdivision, Development & Servicing Bylaw No. 7900. The applicant's Engineer, prior to preparation of Servicing Agreements, must provide adequate drawings and estimates for the required works. The Servicing Agreement must be in the form as described in Schedule 2 of the bylaw.
- b) Part 3, "Security for Works and Services", of the Bylaw, describes the Bonding and Insurance requirements of the Owner. The liability limit is not to be less than \$5,000,000 and the City is to be named on the insurance policy as an additional insured.

10. Geotechnical Report

As a requirement of this application and building permit approval the applicant must provide a comprehensive geotechnical report prepared by a Professional Engineer qualified in the field of hydro-geotechnical survey to address the following:

- a) Area ground water characteristics, including water sources on the site.
- b) Site suitability for development; i.e. unstable soils, foundation requirements 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.

11. Development Permit and Site Related Issues

Access and Manoeuvrability:

- (i) Access configuration to this development property will be determined by the results of a Traffic Impact Assessment that is currently underway by the applicant's consulting engineer.
- (ii) An MSU standard size vehicle must be able to manoeuvre onto and off the site without requiring a reverse movement onto public roadways.
- (iii) Indicate on the site, the locations of loading bays as well as the garbage and recycle bins.

Steve Muenz, P. Eng. Development Engineering Manager jo

DEVELOPMENT PERMIT



APPROVED ISSUANCE OF DEVELOPMENT PERMIT NO. DP16 -0286

Issued To:	Coastal Hollypark Properties Ltd	
Site Address:	1580 Highway 33 West, Kelowna, BC	
Legal Description:	Lot 1, DL 125, ODYD Plan 8791 Except Plans 39705 and KAP 79377	
Zoning Classification:	C9 – Tourist Commercial	
Development Permit Ar	ea: Comprehensive Form and Character	

SCOPE OF APPROVAL

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

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

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

1. TERMS AND CONDITIONS

- 2. THAT Development Permit No. DP16-0069 for Lot 1, DL 125, ODYD Plan 8791 Except Plans 39705 and KAP 79377, located at 1580 Highway 33 West Kelowna, BC to allow the construction of two hotel buildings be approved subject to the following:
- 3. The dimensions and siting of the building to be constructed on the land be in accordance with Schedule "A";
- 4. The exterior design and finish of the building to be constructed on the land be in accordance with Schedule "B";
- 5. Landscaping to be provided on the land be in accordance with Schedule "C";
- 6. The applicant be required to post with the City a Landscape Performance Security deposit in the form of a "Letter of Credit" in the amount of 125% of the estimated value of the landscaping, as determined by a Registered Landscape Architect;

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

8. PERFORMANCE SECURITY

As a condition of the issuance of this Permit, Council is holding the security set out below to ensure that development is carried out in accordance with the terms and conditions of this Permit. Should any interest be earned upon the security, it shall accrue to the Permit Holder and be paid to the Permit Holder if the security is returned. The condition of the posting of the security is that should the Permit Holder fail to carry out the development hereby authorized, according to the terms and conditions of this Permit within the time provided, the Municipality may use the security to carry out the work by its servants, agents or contractors, and any surplus shall be paid over to the Permit Holder, or should the Permit Holder carry out the development permitted by this Permit within the time set out above, the security shall be returned to the Permit Holder. There is filed accordingly:

- a) Cash in the amount of \$_____ OR
- b) A Certified Cheque in the amount of \$_____OR
- c) An Irrevocable Letter of Credit in the amount of \$_____

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

9. DEVELOPMENT

The land described herein shall be developed strictly in accordance with the terms and conditions and provisions of this Permit and any plans and specifications attached to this Permit that shall form a part hereof.

If the Permit Holder does not commence the development permitted by this Permit within two years of the date of this Permit, this Permit shall lapse.

This Permit IS NOT a Building Permit.

10. APPLICANT'S AGREEMENT

I hereby declare that all of the above statements and the information contained in the material submitted in support of this Permit are to the best of my belief, true and correct in all respects. Upon issuance of the Permit for me by the Municipality, then in such case, I covenant and agree to save harmless and effectually indemnify the Municipality against:

- a) All actions and proceedings, costs, damages, expenses, claims, and demands whatsoever and by whomsoever brought, by reason of the Municipality granting to me the said Permit.
- b) All costs, expenses, claims that may be incurred by the Municipality if the construction by me of engineering or other types of works as called for by the Permit results in damages to any property owned in whole or in part by the Municipality or which the Municipality by duty or custom is obliged, directly or indirectly in any way or to any degree, to construct, repair, or maintain.

I further covenant and agree that should I be granted a Development Permit and/or Development Variance Permit, the Municipality may withhold the granting of any Occupancy Permit for the occupancy and / or use of any building or part thereof constructed upon the hereinbefore referred to land until all of the engineering works or other works called for by the Permit have been completed to the satisfaction of the Municipal Engineer and Divisional Director of Community Planning & Real Estate. Should there be any change in ownership or legal description of the property, I undertake to notify the Community Planning Department immediately to avoid any unnecessary delay in processing the application.

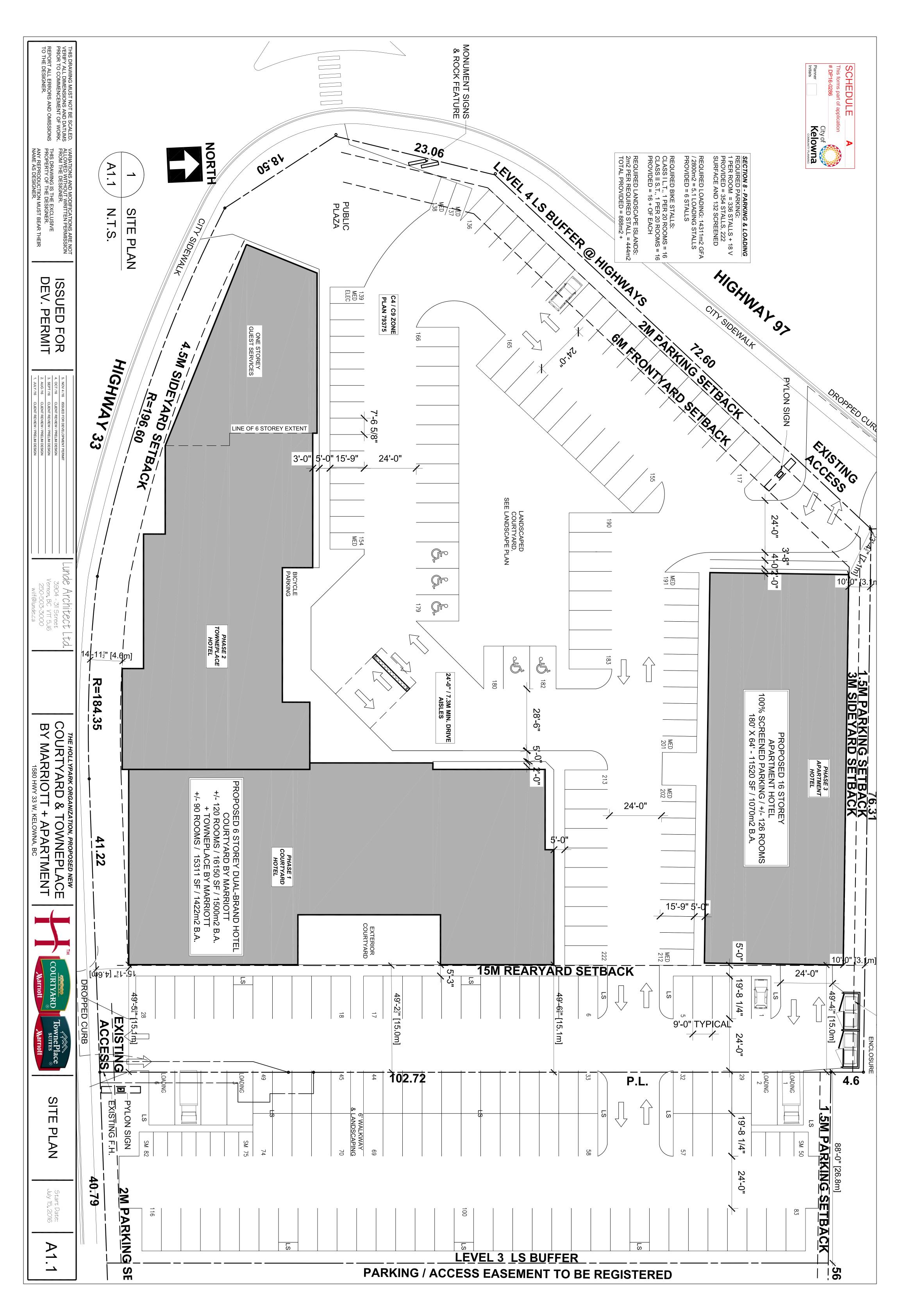
11. APPROVALS

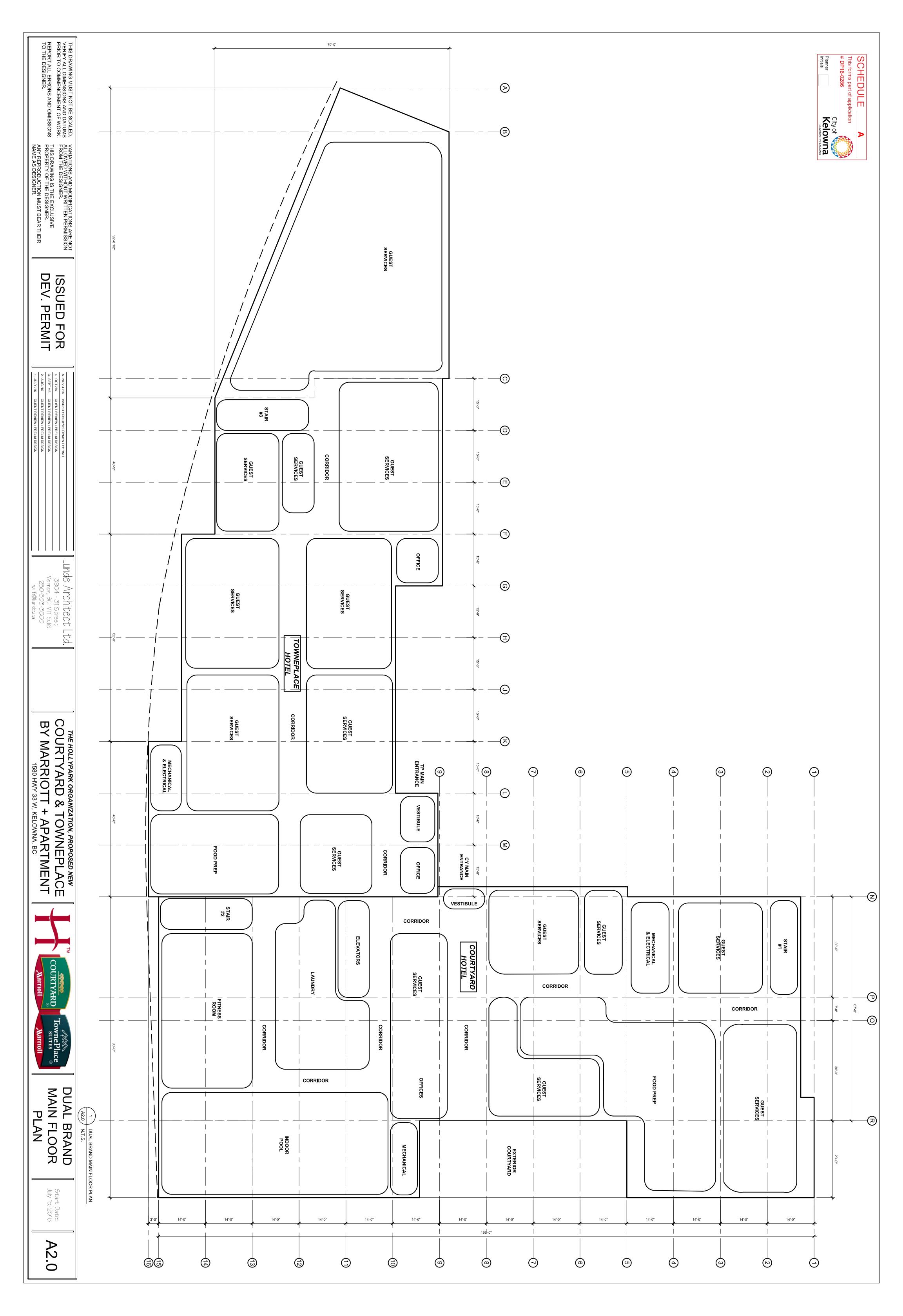
Issued and approved by Council on the _____ day of _____, 2017.

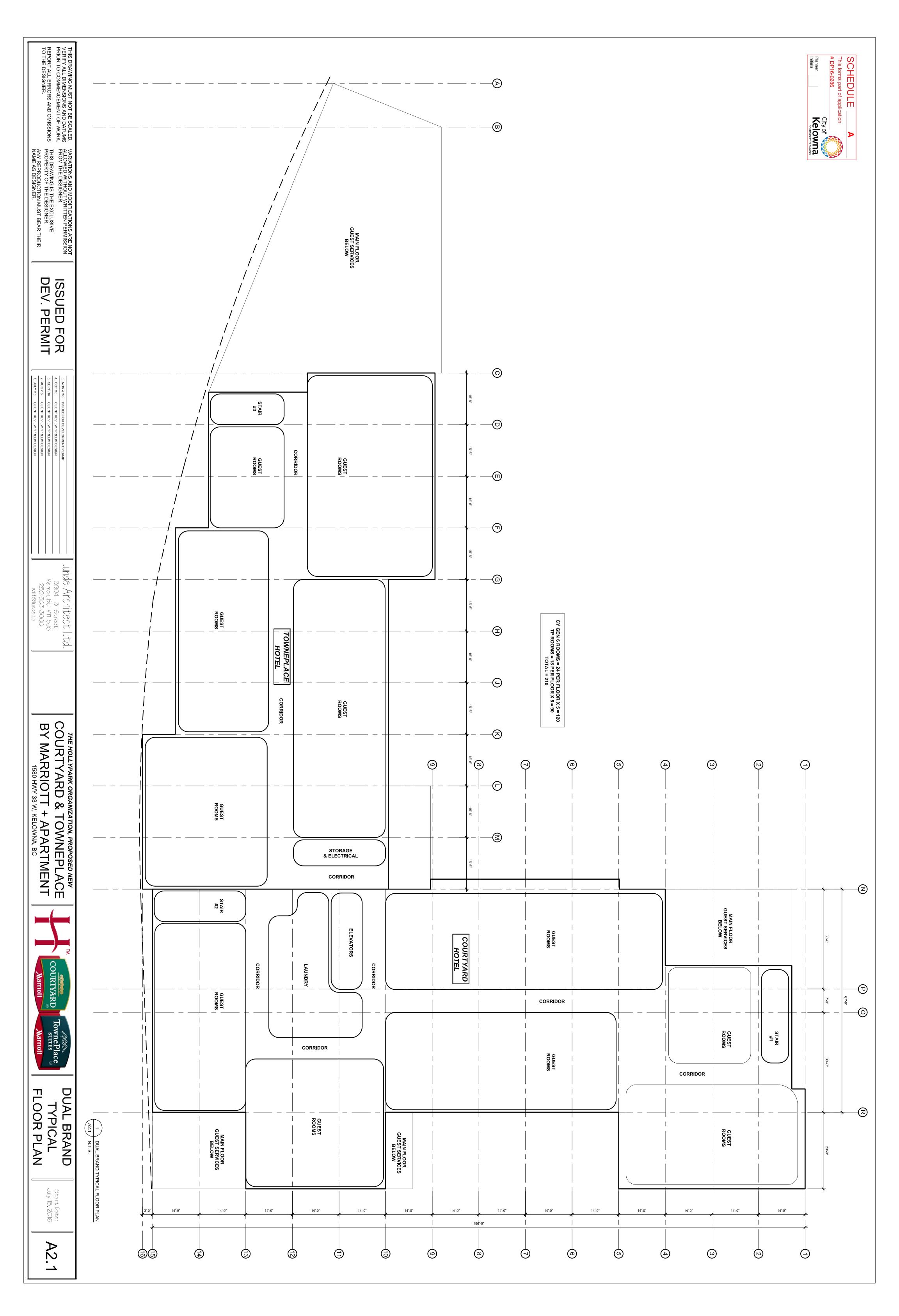
Ryan Smith, Community Planning Department Manager Community Planning & Real Estate

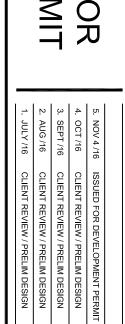
Date

The PERMIT HOLDER is the <u>CURRENT LAND OWNER</u>. Security shall be returned to the PERMIT HOLDER.





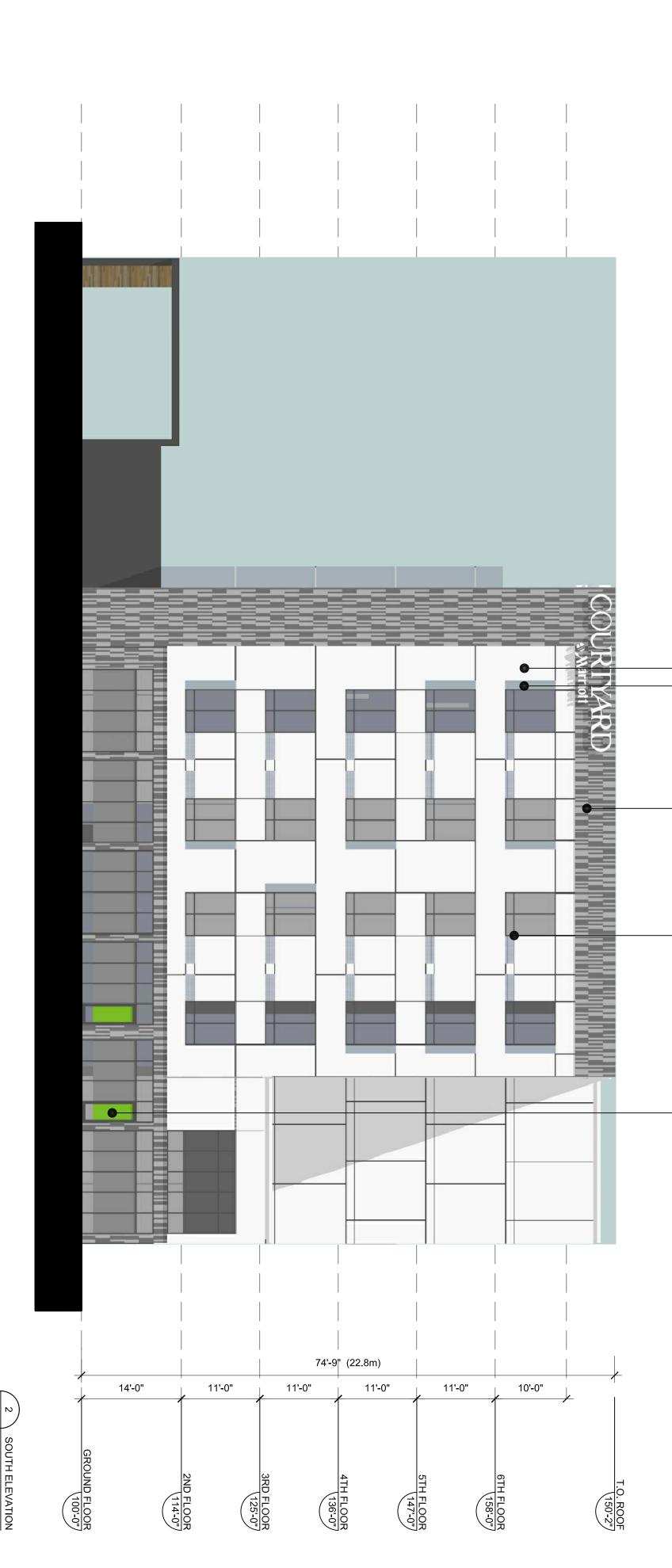


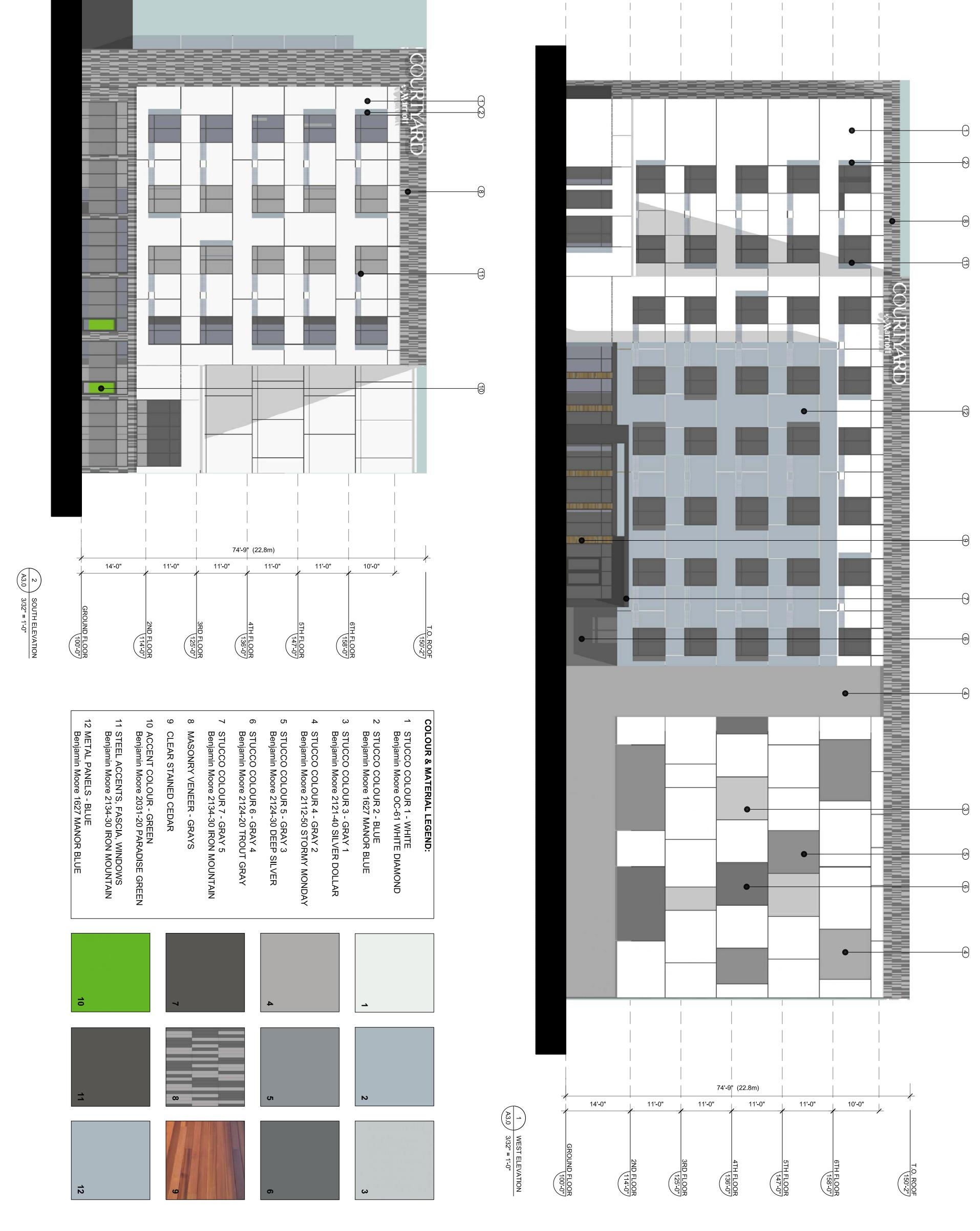


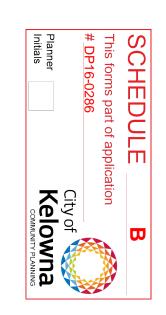
DEV. **ISSUED FOR** PERMIT

VARIATIONS AND MODIFICATIONS ARE NOT ALLOWED WITHOUT WRITTEN PERMISSION FROM THE DESIGNER. THIS DRAWING IS THE EXCLUSIVE PROPERTY OF THE DESIGNER. ANY REPRODUCTION MUST BEAR THEIR NAME AS DESIGNER.

THIS DRAWING MUST NOT BE SCALED. VERIFY ALL DIMENSIONS AND DATUMS PRIOR TO COMMENCEMENT OF WORK. REPORT ALL ERRORS AND OMISSIONS TO THE DESIGNER.









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COURTYARD

TownePlace SUITES ®

COURTYARD ELEVATIONS

Start Date: July 15, 2016

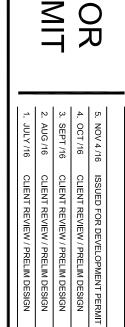
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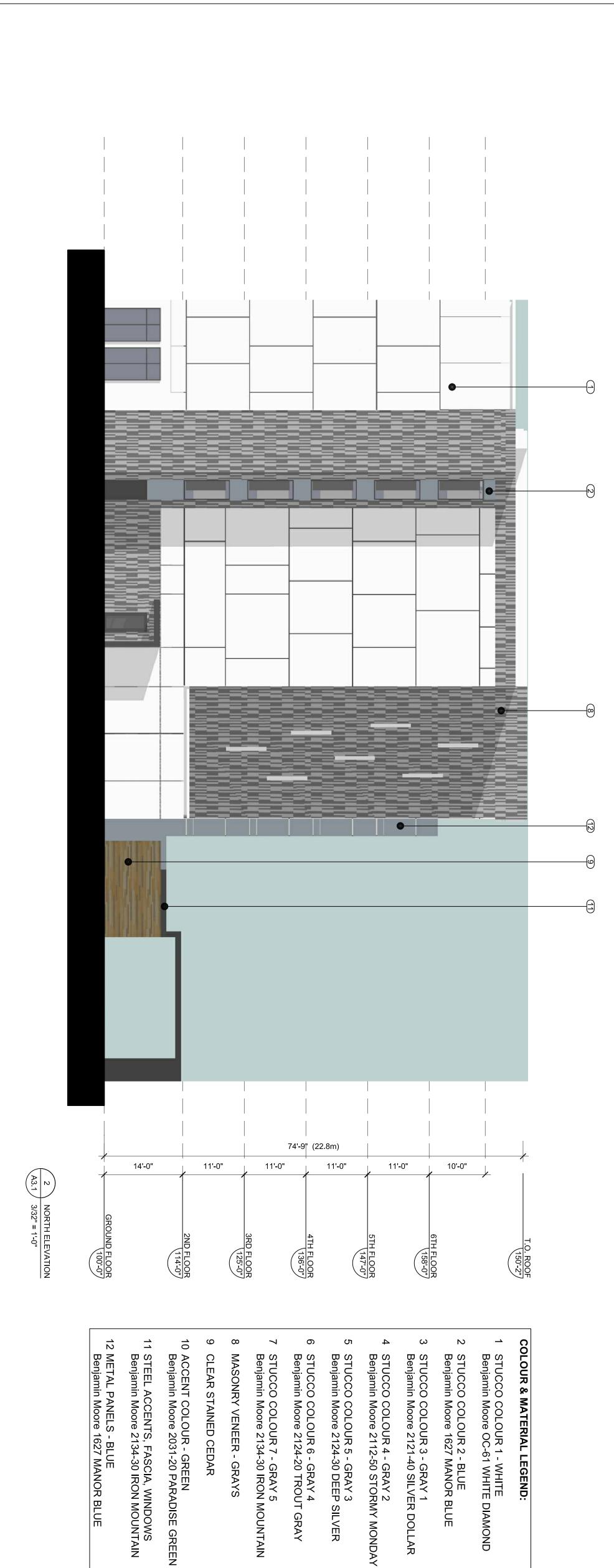
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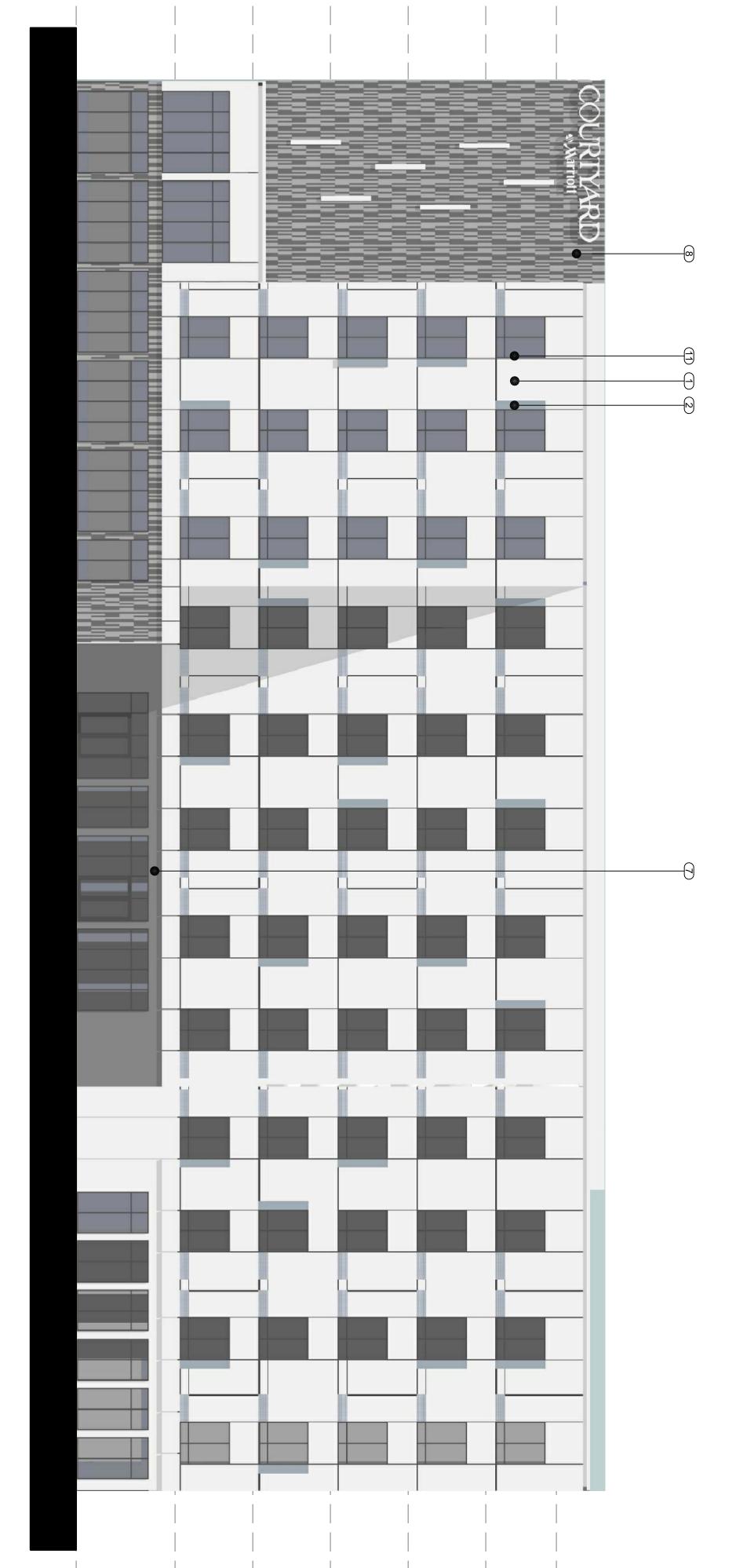
Lunde Architect Ltd. 3904 - 31 Street Vernon, BC VIT 5J6



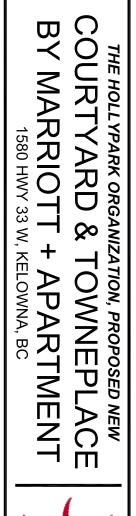
VARIATIONS AND MODIFICATIONS ARE NOT ALLOWED WITHOUT WRITTEN PERMISSION FROM THE DESIGNER. THIS DRAWING IS THE EXCLUSIVE PROPERTY OF THE DESIGNER. ANY REPRODUCTION MUST BEAR THEIR NAME AS DESIGNER.

THIS DRAWING MUST NOT BE SCALED. VERIFY ALL DIMENSIONS AND DATUMS PRIOR TO COMMENCEMENT OF WORK. REPORT ALL ERRORS AND OMISSIONS TO THE DESIGNER.









Lunde Architect Ltd. 3904 - 31 Street Vernon, BC V1T 5J6 250-503-3000 wilf@lunde.ca

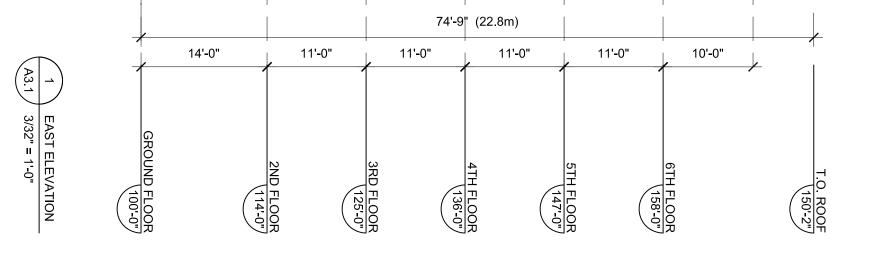
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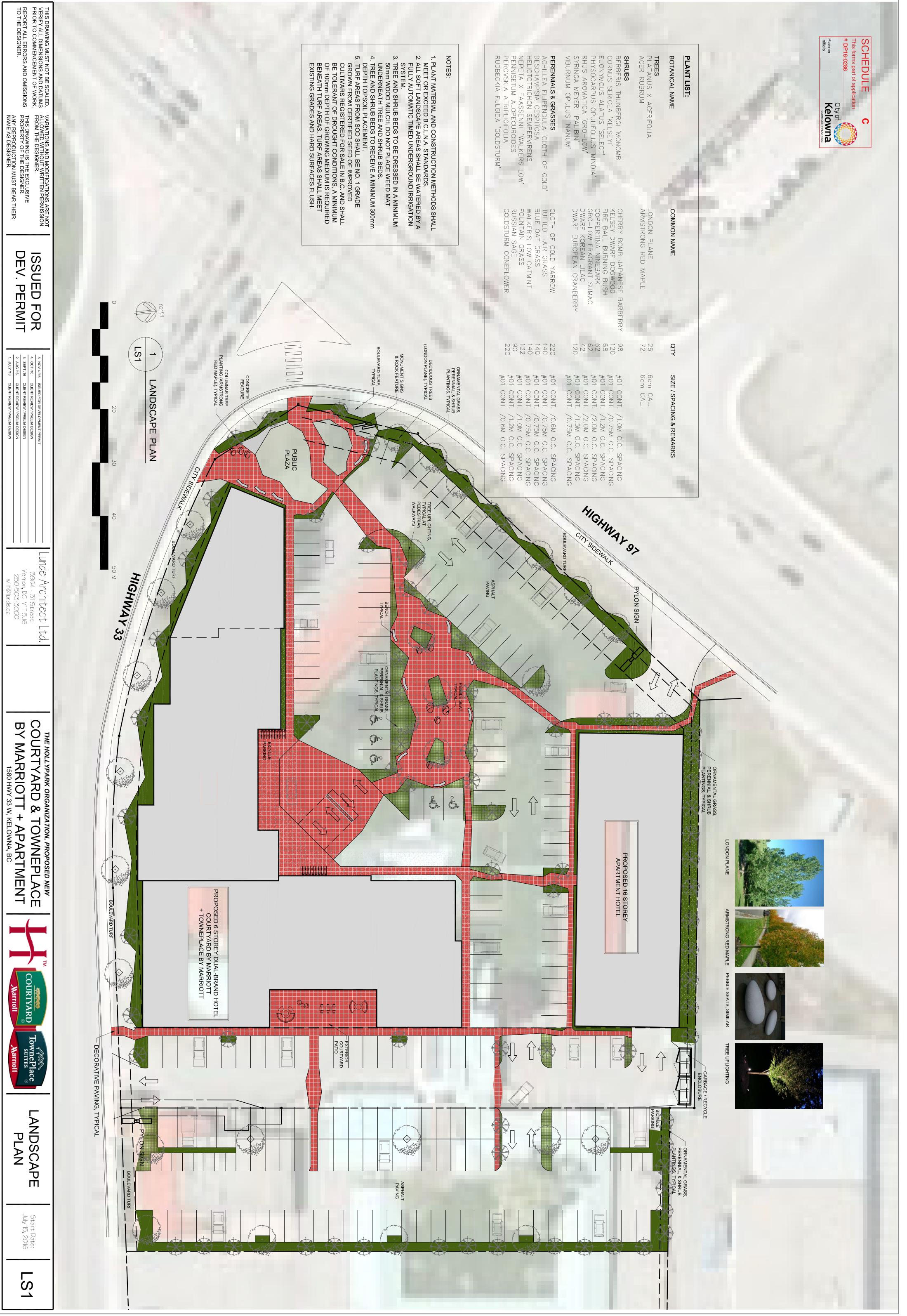
COURTYARD ELEVATIONS



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CITY OF KELOWNA

BYLAW NO. 10984 Z13-0030 - Watermark Developments Ltd. Inc. No. BC0642787, City of Kelowna, and Aberdeen Hall Senior School Society Inc. No. S0050222 (S OF), 823 & 890-950 Academy Way

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

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

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

a) Part of the North East ¹/₄ of Section 3 Township 23 ODYD Except Plans EPP33993 and EPP36884 located at 823 Academy Way;

b) Part of Lot A Section 3 Township 23 ODYD Plan EPP33993 "see plan as to limited access", located (S of) Academy Way; and

c) Part of Lot C Section 3 Township 23 ODYD Plan EPP33993 "see plan as to limited access", located (S of) Academy Way;

from the A1 - Agriculture 1 to P3 - Parks and Open Space, P3 - Parks and Open Space to A1 - Agriculture 1, RM5 - Medium Density Multiple Housing to A1 - Agriculture 1, RM5 - Medium Density Multiple Housing to P3 Parks and Open Space, P3 - Parks and Open Space to RM5 - Medium Density Multiple Housing, A1 - Agriculture 1 to RM5 - Medium Density Multiple Housing as per Map "A1" attached to and forming part of this bylaw;

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

a) Part of Lot 1 Sections 3 and 10 Township 23 ODYD Plan EPP38015 (limited access as to part formerly Lot B Plan EPP33993) located at 890-950 Academy Way;

b) Part of Lot A Section 3 Township 23 ODYD Plan EPP33993 "see plan as to limited access", located (S of) Academy Way; and

c) Part of Lot C Section 3 Township 23 ODYD Plan EPP33993 "see plan as to limited access", located (S of) Academy Way;

from the A1 - Agriculture 1 to P3 - Parks and Open Space and P3 - Parks and Open Space to A1 - Agriculture 1 as per Map "A2" attached to and forming part of this bylaw.

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

Read a first time by the Municipal Council this 14th day of July, 2014.

Considered at a Public Hearing on the 29th day of July, 2014.

Read a second and third time by the Municipal Council this 29th day of July, 2014.

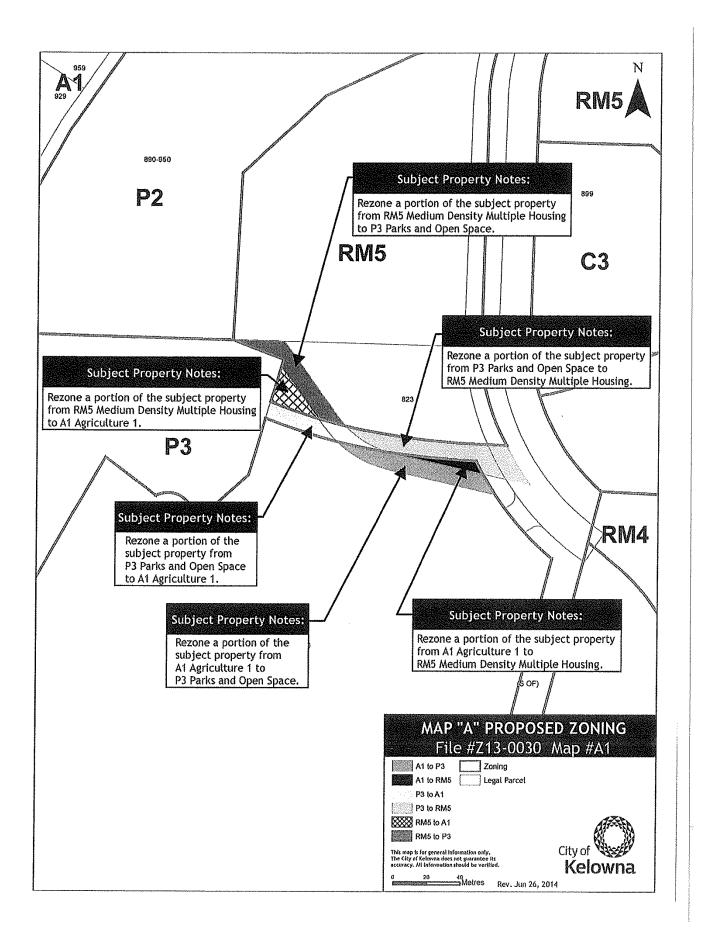
Approved under the Transportation Act

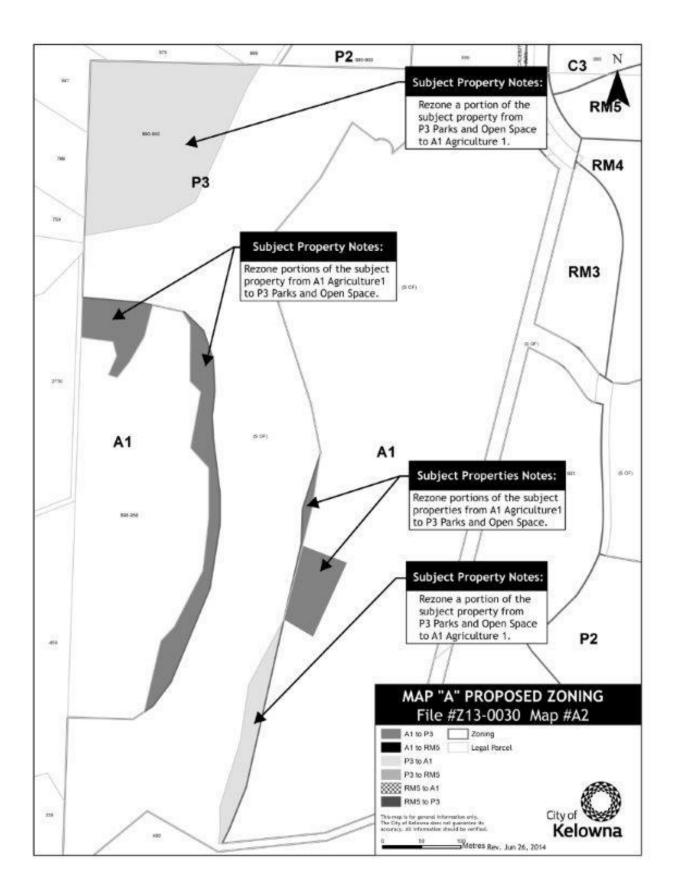
(Approving Officer-Ministry of Transportation)

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk





CITY OF KELOWNA

BYLAW NO. 11131 TA15-0007 - Micro Suite Housing Amendments to the Zoning Bylaw No. 8000

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

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

- 1. THAT City of Kelowna Zoning Bylaw No. 8000 be amended as follows:
 - a) Section 2 Interpretation, 2.3 General Definitions, 2.3.3 be amended by adding a new definition for MICRO SUITE HOUSING in its appropriate location that reads as follows:

"MICRO SUITE HOUSING means multiple housing where individual dwelling units are less than 29 sq. m in area."

- b) Section 9 Specific Use Regulations be amended by adding a new 9.11 MICRO SUITE HOUSING section that reads:
 - **"9.11 MICRO SUITE HOUSING**
 - 9.11.1 Micro-suite housing is only permitted on lots where the use is permitted in the zone, in the following areas:
 - Urban Centers as defined in the Official Community Plan
 - The University South Village Center as defined in the Official Community Plan
 - 9.11.2 Micro-Suite Housing must be located within 400 m of a bus stop or transit station."
- c) Section 13-Urban Residential Zones, 13.10 RM4 Transitional Low Density Housing, 13.10.2 Principal Uses be amended by adding in its appropriate location a new principal use, "Micro-Suite Housing" and renumbering subsequent subparagraphs.
- d) Section 13-Urban Residential Zones, 13.11 RM5 Medium Density Multiple Housing, 13.11.2 Principal Uses be amended by adding in its appropriate location a new principal use, "Micro-Suite Housing" and renumbering subsequent subparagraphs.
- e) Section 13-Urban Residential Zones, 13.12 RM6 High Rise Apartment Housing, 13.12.2 Principal Uses be amended by adding in its appropriate location a new principal use, "Micro-Suite Housing" and renumbering subsequent subparagraphs.

- f) Section 14 Commercial Zones, 14.4 C4 Urban Centre Commercial/C4rls -Urban Centre Commercial (Retail Liquor Sales)/C4lps - Urban Centre Commercial (Liquor Primary)/C4lp/rls - Urban Centre Commercial (Liquor Primary/Retail Liquor Sales), 14.4.2 Principal Uses be amended by adding in its appropriate location a new principal use, "Micro-Suite Housing" and renumbering subsequent subparagraphs.
- g) Section 14 Commercial Zones, 14.7 C7 Central Business Commercial/C7rls -Central Business Commercial (Retail Liquor Sales)/C7lps - Central Business Commercial (Liquor Primary)/C7lp/rls - Central Business Commercial (Liquor Primary/Retail Liquor Sales), 14.7.2 Principal Uses be amended by adding in its appropriate location a new principal use, "Micro-Suite Housing" and renumbering subsequent subparagraphs.
- h) Schedule "B" Comprehensive Development Zones, CD20 Comprehensive University Development Zone, 1.2 Principal Uses, be amended by adding in its appropriate location a new principal use, "Micro-Suite Housing" and renumbering subsequent subparagraphs.
- i) Schedule "B" Comprehensive Development Zones, CD22 Central Green Comprehensive Development Zone, Schedule 7 - CD22 Sub-Areas A&B Zoning, 7.2 Principal Uses, be amended by adding in its appropriate location a new principal use, "Micro-Suite Housing" and renumbering subsequent subparagraphs.
- j) This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first time by the Municipal Council this 14th day of September, 2015.

Considered at a Public Hearing on the 6th day of October, 2015.

Read a second and third time by the Municipal Council this 6th day of October, 2015.

Approved under the Transportation Act this 12th day of January, 2017.

<u>Audrie Henry</u> (Approving Officer-Ministry of Transportation)

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk

Report to Council



Date:	January 23, 2017
File:	0710-01
То:	City Manager
From:	Jim Gabriel, Division Director, Active Living & Culture
Subject:	Allocation of Transitional Grant-in-Aid Funds

Recommendation:

THAT Council receives for information the report of the Division Director, Active Living & Culture dated January 23, 2017 regarding the allocation of \$100,000 transitional Grant-in-Aid funds for 2017;

AND THAT Council approves the allocation of \$100,000 in transitional Grant-in-Aid funds for 2017 through:

-\$85,000 to the Community Social Development Grant program; and -\$15,000 to the Organization Development Grant program;

AND THAT Council approves amendments to Council Policy #218 Community Social Development Grants as attached to the report dated January 23, 2017 from the Division Director of Active Living & Culture;

AND THAT Council directs staff to return with a recommendation for revised program guidelines for 2017 Organization Development Grants;

AND FURTHER THAT Council directs staff report back with recommendations for allocation of transitional Grant-in-Aids funds for 2018 and subsequent years.

Purpose:

To provide for Council consideration, a proposed allocation of \$100,000 in transitional Grant-in-Aid funding approved in the 2017 Provisional Budget and amendments to the Council Policy #218 Community Social Development Grant Policy.

Background:

Staff provided a report to Council on November 14, 2016 regarding the discontinuance of the Regional District of Central Okanagan (RDCO) Grant-in-Aid program, and the City of Kelowna's response to this change.

Council approved \$100,000 in transitional funding in the City's 2017 Provisional Budget, representing a substantial portion of the City of Kelowna's average annual contribution to the RDCO Grant-in-Aid program over the last seven years. Staff were directed to report back to Council with recommendations about how these funds would be allocated to existing City of Kelowna grant programs in 2017, and ensuring that the funds continued to benefit programs and services delivered by a range of not-for-profit organizations.

Previous analysis of Kelowna's funding support through the RDCO program for the years 2010 to 2016 indicates that:

- Approximately 70 per cent of funding was granted to organizations delivering health and social service programs;
- Approximately 10 per cent of funding went to arts, culture and heritage organizations; and
- Approximately 20 percent of funding was provided to community organizations, including Community Gardens.

For 2017, staff are recommending that the funding be divided between two existing grant programs within the Active Living & Culture Division:

- a) \$85,000 to the Community Social Development Grant program administered by the Central Okanagan Foundation through a Service Agreement with the City; and
- b) \$15,000 to the Organization Development Grant program administered by the Cultural Services Branch.

As highlighted above, the majority of funding from the RDCO Grant-in-Aid program supported organizations delivering social and health programs. Current grant funding in the Community Social Development Grant program is \$102,000. In 2016, there were 18 applications to this program, requesting a total of \$178,126. Adding \$85,000 transitional funding to the City's Community Social Development Grant, bringing the total funds available to \$187,000 for 2017, responds to the high level of demand, and eases the transition period for applicants previously supported through the RDCO Grant-in-Aid program. Further, access to the City of Kelowna funding will assist these organizations in creating and delivering programs and services which address serious community issues and enable progress in meeting Council's priorities.

Addition of transitional funding for Organization Development Grants recognizes the importance of, and support required for capacity building within the non-profit sector to ensure that organizations benefiting from public funds are resilient, sustainable and well-managed.

More information about the Community Social Development Grant and Organizational Grant programs is provided below.

Staff will report back in the fall of 2017 with an update about the 2017 experience with the additional funding, and make recommendations for the allocation of this funding for 2018 and subsequent years.

This report, and the subsequent reports described below, reflect ongoing implementation of recommendations arising from a comprehensive review of Active Living & Culture grant programs in 2015 (reported to Council on September 28, 2015).

Community Social Development Grants:

The Community Social Development Grant program supports Kelowna-based not-for-profit organizations offering services or programs in the city of Kelowna which focus on improving social sustainability as outlined in the City's Social Framework and further defined in the Official Community Plan and Council Policy #360 – Social Policy. Many of the applicants in this program and the now-ended RDCO program deliver important social services such as supportive housing, food aid, assistance for individuals and families dealing with disabilities, mental illness or other chronic conditions, and programs to counter illiteracy and social isolation.

In response to recommendations from the 2015 Grant Review project, staff are updating the Community Social Development Grant Policy (Policy 218) to be more current and intentional. While the updates begin to align the program procedure with current granting practice and civic priorities, it is anticipated that initiatives underway such as Imagine Kelowna, the Homeless-Serving System Strategy and the Healthy City Strategy, will influence further policy development in 2017.

In the meantime, the draft Policy provided with this report (Appendix A) is an updated format, and also reflects the following:

- Language has been included highlighting the importance of a collaborative and innovative approach based on local research;
- Emphasis on prevention was removed as a key criteria as it restricted the ability to focus on the greatest community need;
- Authority is given to the Grant Review Committee to administer funds based on established policy; funding recommendations from the Grant Review Committee will no longer be presented to Council for approval;
- All funds are distributed upon approval of application; no portion is held back. A final report is required to ensure the organization has met its commitment;
- Removed the formal appeal process in order to be consistent with other grant programs. Applicants are notified via phone call and provided with a formal letter. Decisions of the Grant Review Committee are final;
- The Establishment Grant stream was removed because of low demand and objectives can be accomplished through the Operating Grant stream;
- Removed the lower maximum in the Operational Grant stream of 10 percent for organizations receiving funding for other levels of government or public agencies so that the maximum for any Operational Grants will be 25%;
- Project Grants are no longer eligible for a maximum of 80 percent of costs. The new maximum is 50 percent;
- •

Key dates related to the Community Social Development Grant include:

Date	Activity
Jan 23 to Jan 30	Update program guidelines and application form
February 1	Information Session for organizations interested in applying for a CSD

	Grant. Session will cover program updates that could impact application
	process and evaluation.
March 10	Intake Deadline: Completed applications are due on or before 3:30 at
	the Central Okanagan Foundation Office.
March 10-17	Internal review through Central Okanagan Foundation
March 17 – April 5	Grant Review Committee reviews applications
April 5	Grant Review Committee meets to adjudicate applications
April 6 - 14	Applicants are advised of Grant Review Committee decision
May 1	Inform City Council of the results (tentative date)
May 2	Administrative follow up with applicants
	Final reports are due18 months after receipt of letter with cheque for
	approved funding

Organization Development Grants:

Support for organization development projects was introduced as part of the Cultural Services Project Grant program in 2014, but in 2016, a separate set of guidelines and application intake date were created. Current guidelines are included as Appendix B. Only arts, culture and heritage organizations receiving operating support from the City of Kelowna are eligible pursuant to the current guidelines. 2016 funding in this program was \$15,000 and it was fully distributed to nine grantees.

The program currently assists not-for-profit arts, culture and heritage organizations in undertaking activities or initiatives which develop the organization's capacity and sustainability. Examples include building excellence in Board governance, strategic planning, leadership training for Board members, staff or volunteers, fund development, certification or accreditation, audience development, market research, data capture and analysis, succession planning and program evaluation.

Staff recognize that the need for, and benefits of organization development projects extends across the not-for-profit sector and that arts, sport and social service organizations with whom the City has a funding relationship and or other significant connection in the delivery of services or programs, should all be eligible to obtain support for organization development. To that end, staff will bring forward a report in the coming weeks with revised guidelines for the Organization Development program which expand eligibility and further detail how \$30,000 in this program for 2017 will assist organizations in becoming more resilient and successful.

Internal Circulation:

Active Living & Culture Managers Communications Supervisor Deputy City Clerk

External Agency/Public Comments

Policy and report reviewed and supported by Central Okanagan Foundation

Existing Policy:

Policy 218: Community Social Development Grant Policy Policy 360: Social Policy Policy 274: Cultural Policy

Financial/Budgetary Considerations:

\$100,000 has been approved in the 2017 Provisional Budget. Upon approval of the recommendations in this report, funding will be moved into the respective grant program budget areas.

Considerations not applicable to this report:

Legal/Statutory Authority Legal/Statutory Procedural Requirements Personnel Implications Communications Comments Alternate Recommendation

Submitted by:

J. Gabriel, Division Director, Active Living & Culture

Approved for inclusion:



- Attachments:Appendix A Council Policy 218 Community Social Development Grants (Updated)Appendix A1 Current Policy 218Appendix B 2016 Organization Development GuidelinesAppendix C Presentation Allocation of Transitional Grant-in-Aid Funding
- Cc: Active Living & Culture Managers Divisional Director, Communications & Information Services Divisional Director, Corporate and Protective Services Central Okanagan Foundation – Cheryl Miller

POLICY 218



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

Community Social Development Grants UPDATED: 2017

Contact Department: Active Living & Culture

Guiding Principle

The City is committed to supporting community organizations who make a direct impact on the social well-being and resiliency of the community.

<u>Purpose</u>

The purpose of the Community Social Development Grants is to make available funding to registered non-profit organizations and community organizations offering services or programs with the goal of generating, promoting or accelerating socially beneficial services or programs in the city of Kelowna.

Application

To be eligible for this program applicants must be

- a. a Registered Charity Organization that is registered with Canada Revenue Agency, a not for profit organization that is incorporated under the Societies Act; or
- b. a Community Organization that has established a set of working rules and regulations, a banking account in the group's name and has been operating for at least two years.

The following are ineligible for funding:

- a. programs primarily providing for recreation or leisure time pursuits;
- b. retroactive financial support for projects and programs that occurred prior to the decision to award the grant;
- c. agencies or programs that receive ongoing City of Kelowna funding within the City's Annual Budget;
- d. activities of religious organizations that serve primarily their membership and/or for direct religious purposes;
- e. permanent or continual funding for an organization
- f. programs which offer direct financial assistance to individuals or families;
- g. programs which duplicate services that fall within the mandate of a senior government agency;
- h. major building or other major capital projects (limited capital costs are eligible);
- i. assistance for an industrial, commercial or business undertaking.

Policy Statements

- 1. The following grant catagories are established through this policy:
 - 1. Operational Grants

<u>Purpose</u>: To assist eligible organizations with expenditures incurred funding the operation and/or delivery of existing programs;

<u>Eligible Uses</u>: Office supplies, administrative and facility costs, minor capital costs (e.g. office equipment), advertising, training, technical/material assistance, and similar items necessary to deliver existing programs. This category is not intended to provide the basis for permanent operational funding.

Funding Levels: A maximum of 25% of the organization's operating budget.

2. Project Grants

<u>Purpose</u>: To assist eligible organizations to stage special events or to operate short-term programs or projects (less than 12 months in duration). Projects must have clear time frames, not require additional permanent staff, and be projects which would not normally have been undertaken without this additional resource.

<u>Eligible Uses</u>: To cover costs of hosting and promoting special events (facility rental, guest speakers, food, advertising, promotional items, etc.); administrative and delivery costs for short-term programs/projects (supplies and materials, facility rental, etc.); minor capital costs (e.g. office equipment) and non-permanent staffing.

<u>Funding Levels</u>: A maximum of 50% of the costs of the special project.

3. Emergency Grants

<u>Purpose</u>: To provide emergency funding for the purpose of assisting an organization through a financial crisis. It is anticipated that the funding will be short-term funding only, pending more secure or ongoing funding. <u>Eligible Uses</u>: To cover costs incurred in the operation and the delivery of their programs such as administrative costs, program delivery, facility costs and technical/material assistance.

<u>Funding Levels</u>: A maximum of \$5000 once in every three-year period. Funding will depend on the availability of funds within the Social Development Grant Reserve (R117).

- 2. The following critieria will be used to evaluate all applications for Community Social Devleopment Grants:
 - a. alignment with the City's Social Framework including Social Policy No. 360 and Chapter 10 of the Official Community Plan and/or policies tagged as socially sustainable in the Official Community Plan with a person symbol; innovative or unique approach to addressing social well-being;
 - b. promotion and demonstration of volunteerism;
 - c. evidence of community support;
 - d. an approach that is responsive to social needs, strengthens and stabilizes family and community life, and improve peoples' abilities to identify and act on their own social needs;
 - e. clear information on their operations and planning, demonstrating transparency;
 - f. clearly identified needs based on local research and effective planning as the basis for the services provided;
 - g. demonstrated collaboration with other service providers in the community; identify how other organizations will be engaged;
 - h. clearly defined performance targets and timelines;
 - i. demonstrated need for funding;
 - j. a clear plan for future funding from other sources
 - k. quality of management, including the satisfactory administration of any previous City of Kelowna grant
- 3. The City of Kelowna will contract a funding agency by agreement to administer the grants program.
 - a. The funding agency will establish a Grants Committee consisting of two (2) appointed members representing the City of Kelowna and additional members as determined by the funding agency.
 - b. The Grants Committee will follow the established policy and service agreement to evaluate each application and provide a list of grant recipients through an annual report to Council.
- 4. All organizations approved for funding under the Community Social Development Grants program will be required to sign and adhere to the City of Kelowna's Letter of Agreement for Funding and have liability insurance in place, as outlined on the City's Certificate of Insurance.
 - a. Funding will commence once the Letter of Agreement and Certificate of Insurance has been received, is deemed satisfactory to the Funding Agency and signed by the Funding Agency or a qualified designate of the Funding Agency.
- 5. A three month time period will be given for applicants to claim their grants following written confirmation of the grant to the applicant. Any grant that is not claimed within the three month period will remain in the Community Social Devleopment Grant fund.
- 6. Any unused portion of the Community Social Devlopment Grant appropriation will be carried over to the following year and operated similar to a reserve fund with interest accrued and the necessary administration of the fund managed by the City.
- 7. Grant proposals that offer services or programs that cross municipal boundaries will be considered; however, grant funds may only be used for those portions of the program that are delivered within the boundaries of the City of Kelowna for the benefit of Kelowna residents.
- 8. Emergency Grants shall be administered as described above with the following exceptions:
 - a. Emergency grant applications may be submitted throughout the year, on the basis of need.
 - b. The Grants Committee shall review an application for emergency funding at a special meeting no later than 2 weeks following receipt of the application by the City. An interview with the applicant may be conducted.

- c. Recommendations of the Grants Committee for any additional funding will be forwarded to City Council for consideration at the earliest available Council meeting. Funding is at the discretion of City Council. Notification of a decision by City Council will be provided to the applicant within two days of the Council meeting date when the decision is made.
- d. Emergency funding is only available to an organization once every three-year period.
- e. The organization must claim the Emergency grant within one month following written notification of the grant approval. Any unclaimed funds will be returned to the Social Development Grant Reserve.

Amendments

Appendix A -Jan. 23, 2017



2016 Cultural Grants - Organization Development Program GUIDELINES

Deadline: Friday, April 29, 2016 at 3:00 p.m. PST

These guidelines have been revised for 2016 - previous versions no longer apply.

If you have questions after reviewing these guidelines, you can obtain more information from Cultural Services staff. Please contact staff well in advance of the deadline:

Caroline Ivey, Cultural Services Coordinator (250) 469-8474 <u>civey@kelowna.ca</u>

Submit required materials by the deadline to:

2016 Organization Development Grants City of Kelowna Cultural Services Branch Glenmore Office* #105 - 1014 Glenmore Drive Kelowna, BC V1Y 4P2 HOURS: Monday to Friday, 8:30 a.m. to 4:30 p.m.

*located at the corner of Mountain Avenue and Glenmore Drive

CITY OF KELOWNA CULTURAL SERVICES BRANCH

The City of Kelowna's Cultural Services Branch is part of the Active Living & Culture Division and it administers a number of programs and services to advance the vision and goals of Kelowna's Cultural Plan 2012-2017, the Official Community Plan and Cultural Policy 274.

VISION:

A community which is thriving, engaging and inspiring.

GUIDING PRINCIPLES:

- Accessibility, diversity and inclusion: lifelong access for all to cultural engagement and participation
- Accountability and fiscal responsibility: using municipal resources effectively and efficiently
- Innovation: being leaders in finding new solutions
- Optimizing value: generate more value and impact from existing resources
- Partnerships and collaboration: work with others to leverage energy, talent and resources

GOALS 2016-2017:

Cultural vitality:

- Foster cultural leadership and artistic excellence
- Integrate local heritage as part of cultural vitality
- Enhance cultural vitality at street level: make arts, culture and heritage more visible, particularly in urban centres, neighbourhoods and public spaces; increase the number of people who attend and participate in arts, culture and heritage offerings
- Build cultural citizenship and creative fitness: encourage individual expression and participation in arts, culture and heritage activity; youth engagement and arts education; outreach and creativity to reduce barriers to individual expression and participation.

Strengthening the cultural ecosystem:

- Capitalize on culture for tourism and the economy: activities and programs which promote and raise the cultural profile of Kelowna for both residents and visitors; contributing to a robust and dynamic creative economy through professional development and remunerated activity of artists and cultural workers;
- Connect the cultural community; use a collaborative approach to reach across disciplines and sectors to enhance operational effectiveness and delivery of impactful programs in the community.

Organization Development Grants are one of many grant programs provided by Cultural Services and the City of Kelowna. Information about other grant opportunities is available on the <u>City's website</u>: Home Page/City Hall/Council/Grants

At www.kelowna.ca, learn more about:

<u>Cultural Plan</u>: Home Page/Residents/Arts, Culture & Heritage/Cultural Plan <u>Official Community Plan</u>: Home Page/Residents/City Planning/Community Plan <u>Cultural Policy 274</u>: Home Page/City Hall/Council/Policies

1.0 PROJECT PROGRAM OBJECTIVES AND DESCRIPTION

1.1 Objectives:

This program aims to provide assistance to non-profit arts, culture and heritage organizations for the purpose of undertaking activities or initiatives which develop the organization's capacity and sustainability.

Organizational capacity and sustainability describes a suite of planning and development tasks which are typically beyond the scope of normal day-to-day operations. These tasks usually fall within the purview of the organization's Board and management staff, but may also be led by committees, task forces or advisory groups.

Examples of organization development projects are provided below, but this list is not exhaustive and there may be other examples. Broadly-stated outcomes of an organization development project include an enhanced ability to adapt to change, to build strength and resilience, to accumulate working or 'risk' capital, and to deliver impactful programs and services in the community.

The need for organization development may be identified by the organization itself, or it may arise through feedback from a funding agency, organization members or community stakeholders. Occasionally, organization development projects are undertaken because the organization has encountered a crisis or major challenge which cannot be resolved without the benefit of outside expertise and additional resources.

Organizations must provide an honest self-assessment of their strengths and weaknesses and lifecycle in order to participate in this program.

Examples of organization development projects are: building skills for excellence in Board governance, strategic planning, leadership training for Board members, staff or volunteers, fund development, certification or accreditation, audience development, market research, data capture and analysis, succession planning, and program evaluation.

Funding is used to pay for consulting services or for tuition in reputable programs. Organization Development grants are a type of project grant, and are available for up to 50% of the total project cost, to a maximum of \$10,000. Organization Development grants require matching support from other sources which is equal to or more than the amount provided by the City. Matching contributions may be cash or in kind and must be identified, even if not confirmed, in the application. Two or more organizations may partner on an organization development project and undertake joint planning or training.

Effective for the 2016 grant cycle, this program has a new application deadline which will accommodate same-year applications from organizations receiving feedback on their operating grant applications. This means that support for organization development projects is available in the same year that development issues are identified, and enables an organization to address these issues in a more timely manner.

1.2 Organization profile:

Organizations participating in this program are Kelowna-based, established, non-profit arts, culture and heirtage organizations which have a mission to:

1.2.1 develop, create, produce, present and disseminate artistic work in any artistic discipline (Aboriginal arts, community arts, dance, interdisciplinary, literary, media, multidisciplinary, music, theatre, visual arts, fibre arts);

1.2.2 create, provide or facilitate events, materials, communications and/or services which interpret and convey the human history of Kelowna and/or foster preservation, stewardship, and public interpretation and appreciation of heritage knowledge, assets, collections and sites;

Page 3 of 9

1.2.3 provide public education, programs, events or services focused on awareness, appreciation and celebration of Aboriginal and other ethno-cultural heritage, including language, traditions and artforms;

1.2.4 develop and deliver programs and services which provide quality visual arts, music or theatre experiences for participants living with chronic or permanent health conditions or disabilities which may limit their access to programs and services designed for the general population; or

1.2.5 provide services or resources in support of artists and arts organizations in the areas of research, information, professional development, networking, administration, audience development, marketing and communications.

They have been incorporated and actively providing the majority of their public programs and services in Kelowna for at least one (1) year prior to the application deadline. They demonstrate an inclusive, diverse and welcoming approach in their operations and activities. They have sound governance and are fiscally responsible, with diverse sources of revenue and good recordkeeping practices. They can demonstrate a need for financial support, and if they have a surplus or reserve, they have a plan for how that surplus or reserve will be used to improve their service to the community. They offer programming and/or services throughout the year.

Finally, they have, in the 24 months preceding the application deadline, received operating support from the City of Kelowna Cultural Services Branch through one of the following avenues:

- Professional Operating Program
- General Operating Program
- General budget (Lease & Operating Agreement, Service Agreement or other)

The organization has, through critical self-assessment, identified a need for organization development and has proposed a viable project with specific, measurable deliverables and outcomes to address organization development needs. They are committed to completing their project by the end of the calendar year 2016, unless alternate arrangements are made with City staff.

1.3 Eligibility:

To participate in this program, the organization must:

- Be a registered non-profit society or a registered charity with the Canada Revenue Agency (CRA) and be registered for at least one (1) year at the time of the application deadline;
- Be physically located, have an active presence and have the majority of its programs and services delivered within the City of Kelowna for at least one (1) year at the time of the application deadline;
- Have an arts, culture, heritage or arts service mandate which is consistent with vision, principles, goals and objectives of this program;
- Have fulfilled all reporting requirements for any previous grants from the City of Kelowna;
- Have an independent Board of Directors composed of volunteers and representative of its mission and audience. Directors must:
 - Meet the minimum statutory requirements imposed by the relevant incorporation statute (i.e. BC Society Act); and
 - Not be remunerated for their services as Director (except for reimbursement of reasonable expenses) nor hold concurrent staff positions.
- Provide a current year operating budget and independently prepared financial statements for the most recently completed fiscal year.

1.4 Ineligible organizations are:

- Publicly funded or private educational institutions (public schools, universities, colleges, training organizations)
- Organizations whose mandates, operations and activities are not consistent with the program objectives, description and/or eligibility requirements
- Organizations which have outstanding indebtedness to the City of Kelowna or which have not fulfilled reporting requirements for any previous grants from the City of Kelowna
- Unincorporated committees, groups, collectives or individuals

1.5 Examples of eligible activities and expenses:

a) Contracting an experienced and qualified consultant - professional fees, reasonable expenses and disbursements, including travel and accommodation are eligible. The consultant should be independent from the organization and cannot be a current member of the applicant's Board of Directors.
b) Attending a reputable and relevant training course, workshop, seminar or conference - tuition or registration fees, certification fees and costs of learning materials are eligible. Travel and accommodation costs are not eligible.

1.6 Ineligible activities and expenses are:

- Trade shows
- Fundraising
- Projects which already receive financial or in kind support (including site provision) from other City of Kelowna sources
- Organization start up costs or ongoing operating or administration expenses
- Costs of décor, food, beverage and purchased advertising
- Retroactive funding for initiatives which have already occurred
- Deficit reduction `
- Bursaries or scholarships
- Construction, renovation, property purchase or major equipment purchases
- Development of capital proposals or feasibility studies
- Activities focused on sports, politics, education, religion, social service or healthcare.

2.0 APPLICATION PROCESS

Due to the nature of the eligibility criteria of this program, application forms are available only through the Cultural Services office and will not be published on-line. Please contact Caroline Ivey, (250) 469-8474, <u>civey@kelowna.ca</u> to discuss eligibility for this program and obtain more information.

Organizations considering submission of an application are encouraged to do the following well in advance of the application deadline:

- Review these guidelines
- Contact City staff for more information
- Attend a grant information workshop in October 2016
- Prepare a draft application and have it reviewed by City staff or a knowledgeable advisor

Eligible applicants will mail or deliver the application form and required support materials by the program deadline, 3 p.m. PST, Friday, April 29, 2016 to:

2016 Organization Development Grants City of Kelowna Cultural Services Branch Glenmore Office* #105 - 1014 Glenmore Drive Kelowna, BC V1Y 4P2

HOURS: Monday to Friday, 8:30 a.m. to 4:30 p.m.

*located at the corner of Mountain Avenue and Glenmore Drive

Applications will not be accepted by email.

Incomplete or late applications will not be accepted. Receipt of a complete application prior to the deadline does not guarantee funding. Obtaining a grant is a competitive process and demand exceeds available resources.

3.0 ASSESSMENT CRITERIA

The criteria listed below and in Schedule 1 represent 'good' practices for project development and delivery. Assessment will be based on the degree to which organizations meet the criteria, based on the information they provide. All organizations and projects are unique; there is no expectation that an organization must be demonstrating exceptional performance in all areas in order to receive funding support. However, the assessment criteria provide an objective framework within which the project's feasibility and impact can be considered, and form the basis for constructive feedback to the organization.

Criteria are weighted and grouped into three (3) categories:

- Quality of Proposed Project (30%) critical self-assessment, clearly identified rationale for the project, qualifications and expertise of identified consultant OR alignment of identified training course with project rationale, likelihood that the project will address issues identified in self-assessment;
- Feasibility of Proposed Project (30%) defined milestones and reasonable timelines, commitment and ability to complete the project by December 31, 2016 unless otherwise arranged, reasonable project budget, active involvement of Board of Directors, management staff or other organization leadership in initiative, involvement of committed partners or collaborators;
- Outcomes of Proposed Project (40%) clearly identified deliverables and measurable outcomes for the project, how the organization will evaluate the success of the project, commitment/plan from the organization to follow through with project learnings, legacy potential of project (how knowledge will be passed along within organization structure and beyond, if applicable).

Detailed criteria are listed in Schedule 1 of these Guidelines.

4.0 ASSESSMENT OF APPLICATIONS

4.1 Staff Review:

Applications in this program are evaluated through Cultural Services staff review, which enables a streamlined and expedited process. Staff may call upon experienced sector or discipline experts from other communities or funding agencies in an advisory capacity when circumstances warrant.

4.2 Interview:

Following completion of staff review, applicants are invited to an interview with staff to discuss review findings, build understanding about how the organization will address any concerns arising, and engage in broader dialogue about the overall health of the organization.

4.3 Notification:

Applicants will receive written notification of evaluation results within 30 days of the application deadline. Notification will include feedback from the staff review and interview. Staff decisions communicated in a formal notification are final, unless adjusted through the reconsideration process described in Section 4.4.

Wherever possible, a cheque will be included with notification, or may be mailed separately.

4.4 Request for Clarification/Request for Reconsideration:

Applicants who do not agree with a funding notification may request further clarification from staff, or if still in disagreement after clarification, may make a formal request for reconsideration by the Director of the Active Living & Culture Division. In the event of a formal request for reconsideration, the City may delay distribution of some or all of the funds in this program until all of the funding decisions have been resolved.

4.5 Final Report:

Successful applicants will provide a Final Report in a prescribed format to the Cultural Services Branch. Receipt of these reports is a pre-condition for future eligibility in any Cultural Services grant program. Final Reports are considered part of assessment of any future applications by the organization.

Final Reports for 2016 Organization Development Grants must be submitted on or before December 31, 2016 unless other arrangements are made with staff.

5.0 TIMELINE

A typical timeline appears in the table below. The timeline is subject to change.

Deadline	Staff Review & Interview	Notification	Distribution	Final Report
Apr 29 2016	May 2016	Late May 2016	Late May 2016	Dec 31 2016

6.0 CONDITIONS OF FUNDING

In addition to any specific terms and conditions which may arise from the annual review process, the conditions below will apply to any organization receiving funding from this program:

- Grant funds must be applied to current expenses and must not be used to reduce or eliminate accumulated deficits or to retroactively fund activities;
- The organization will make every effort to secure funding from other sources as indicated in its application;
- The organization will maintain proper records and accounts of all revenues and expenditures relating to its activities and, upon the City's request, will make all records and accounts available for inspection by the City or its auditors;
- If there are any changes in the organization's activities as presented in its application, Cultural Services must be notified in writing immediately and approve such changes;
- In the event that the grant funds are not used for the organization's activities as described in the application, they are to be repaid to the City in full. If the activities are completed without requiring the full use of the City funds, the remaining City funds are also to be returned to the City;
- The organization must acknowledge the financial assistance of the City of Kelowna on all communications and promotional materials relating to its activities, such as programmes,

brochures, posters, advertisements, websites, news releases and signs. Acknowledgement is provided by using the City of Kelowna logo in accordance with prescribed standards;

• Receipt of a grant does not guarantee funding in the future.

7.0 CONFIDENTIALITY

All documents submitted by Applicants to the City become the property of the City. The City will make every effort to maintain the confidentiality of each application and the information contained therein except to the extent necessary to communicate information to staff and assessors for the purposes of evaluation, administration and analysis. The City will not release any of this information to the public except as required under the Province of British Columbia *Freedom of Information and Protection of Privacy Act* or other legal disclosure process.

8.0 CONTACT INFORMATION

Staff:Caroline Ivey, Cultural Services CoordinatorAddress:105 - 1014 Glenmore Drive
Kelowna, BC V1Y 4P2Phone:(250) 469-8474Hours:Monday - Friday, 8:30 a.m. to 4:30 p.m.Email:civey@kelowna.ca
kelowna.ca/culture

	SCHEDULE 1 - DETAILED ASSESSMENT CRITERIA
Project Quality	There is evidence that the organization understands its lifecycle, and has identified strengths
	and weaknesses in its capacity and sustainability.
30%	The rationale and objectives for the project are clearly articulated.
	The project activities are aligned with the rationale and are likely to address the objectives.
	The applicant has identified a consultant with appropriate qualifications; in the alternative, the applicant has identified the process it will use to select a qualified consultant.
	The applicant has provided information about a reputable training course, workshop, seminar or conference that aligns with the project rationale and objectives.
	The project is aligned with program objectives, vision, principles and goals and is likely to improve the capacity and sustainability of the applicant.
Project Feasibility	The organization has sufficient human and financial resources to support the project and the project budget.
30%	The project will be completed by December 31, 2016 or an alternative completion date has been proposed.
	Feasible project milestones (phases, stages) have been identified.
	The project budget is reasonable; expenses are aligned with project objectives and outcomes.
	Program matching requirements are met.
	The proposed use of grant funds is consistent with the program objectives and description.
	There is evidence of project support from sources other than the City of Kelowna.
	The applicant has identified active and appropriate project leadership and participation from within the organization.
	Current letters of project support have been provided by named partners and collaborators.
	The project is well-organized.
Project	There are clearly identified deliverables and specific measurable outcomes for the project.
Outcomes	The applicant has determined how the sucess of the project will be evaluated.
4.000	The applicant intends to continue or expand the project in future years.
40%	The applicant has indicated how knowledge arising from the project will be shared and used within the organization (and possibly beyond the organization).
	The organization is committed to changing and improving its governance and/or operations as a direct result of the project.

Allocation of Transitional Grant-in-Aid Funds

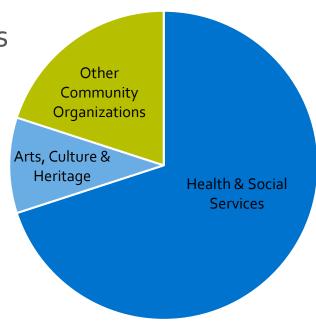
kelowna

January 23, 2017



Background

- Regional District of Central Okanagan (RDCO) discontinuation of Grant-in-Aid program
- Funding allocation pattern
 - ~70 per cent health and social services
 - ~10 per cent arts, culture & heritage
 - ~ 20 per cent other organization





Funding Allocation

- Transitional funding of \$100,000 approved in 2017 budget
- Recommendation for 2017 allocation
 - \$85,000 Community Social Development Grants
 - \$15,000 Organization Development Grants
- Review fall 2017 2017 experience and recommendations for 2018 and subsequent years



Community Social Development Grants

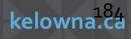
- Total fund proposed \$187,000
- Programs or services which focus on social sustainability
- Continued review through 2017
- 2017 updates consistency and alignment with other grants and civic priorities





CSD Grants Continued

- Council Policy #218 changes include:
 - Emphasis on collaboration, innovation and local research
 - Grant Review Committee make final decision on awards
 - No hold backs
 - Removal of
 - Prevention as a key criteria
 - Establishment Grant
 - Formal appeal process
 - Conditions placed on funding from other levels of gov't
 - Reduced maximum project grant to 50% of total costs





Key Dates

Jan 23-30 — Updates to guidelines and application forms]
February 1 - Information session for organizations interested in applying for funds]
March 10 - Intake deadline]
March 10-17 - Internal review through Central Okanagan Foundation]
March 17-April 5 - Grant Review Committee reviews applications]
April 5 - Grant Review Committee meets to adjudicate applications]
April 6-14 – Applicants advised of committee's decision]
May 1 (tentative) – inform City Council of results]

Organization Development Grants



- Total fund proposed \$30,000
- Current program assists not-for-profit arts, culture and heritage organizations with capacity building
- Expanded program to include opportunities to sport and social organizations
- Staff to report back with updated program guidelines for 2017 implementation



Questions?

For more information, visit **kelowna.ca**.

Report to (Council
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Date:	January 23, 2017
File:	1840-01
То:	City Manager
From:	Lindsay Clement, park and Landscape Planner Ted Sophonow, Parks, Beaches & Sportsfields Supervisor
Subject:	Okanagan Basin Water Board

Recommendation:

THAT Council receives, for information, the report from the Park and Landscape Planner and Parks, Beaches & Sportsfields Supervisor with respect to two 2017-2018 Okanagan Basin Water Board (OBWB) – Water Conservation and Quality Project Grants.

AND THAT Council authorizes staff to apply for a 2017-2018 OBWB – Water Conservation and Quality Project Grant for 'Boyce-Gyro Park Bio-swale Pilot Project' and also for 'Irrigation Connection Point Retro-fit Project'.

AND FURTHER THAT Council authorizes the Mayor and City Clerk to execute the 2017-2018 OBWB – Water Conservation and Quality Project Grants on behalf of City Council, if the application(s) is successful.

Purpose:

To consider staff's recommendation to apply for two 2017-2018 OBWB – Water Conservation and Quality Project Grants.

Background:

The purpose of the Okanagan Basin Water Board's Water Conservation and Quality Improvement Grant Initiative is to assist local government in addressing issues that enhance the valley-wide sustainable use of water. This year the board is putting a special focus on projects which address: Drought and Flood Preparedness, Water Flow Monitoring, Groundwater Studies, Restoration and Water Quality Projects.

As part of the application process, all applications must be accompanied by a Board or Council resolution from the respective Regional District Board and/or Municipal Council. This includes applications from local governments and all non-profit/community groups or improvement districts.

Staff are proposing the following applications to the Okanagan Basin Water Board be submitted for the February 17th, 2017 deadline;

'Boyce-Gyro Park Bio-swale Pilot Project'

The 'Boyce-Gyro Park Bio-swale Pilot Project' aims to effectively manage stormwater for a popular waterfront park parking lot through the use of planted bio-swales as part of a 2017 capital project for the City of Kelowna. The capital project, 'Boyce-Gyro Park Parking Lot and Improvements' includes the replacement of an existing gravel lot with a new paved lot to accommodate 130 stalls and a drop off area.

The 'Boyce-Gyro Park Bio-Swale Pilot Project' would aim to significantly reduce or eliminate any permanent irrigating of the parking lot's landscaping (excluding trees), while at the same time reducing requirements on existing stormwater infrastructure – managing water where it falls. Water conserved through the application of xeric landscaping practices could be measured and recorded. There is a high volume of visitors to this park, therefore the location for these bio-swales and any associated monitoring would have a great reach to the public in terms of providing education as well as setting an example.

Currently, no City parking lots are equipped with bio-swales that manage stormwater. The City does, however, have two locations where roadside bio-swales have been installed and are filtering run-off. These swales are both on a permanent irrigation system.

The 'Boyce-Gyro Park Bio-Swale Pilot Project' would be a pilot within the City for parking lot applications of bio-swales, water conservation monitoring, and using temporary irrigation methods.

'Irrigation Connection Point Retro-Fit Project'

The City of Kelowna has approximately 350 irrigation points of connection. Less than a third of these POCs (Point of Connections) have functioning flow monitoring capabilities. The aim of this pilot project is to increase the number of POC upgrades this year with current technology to include flow monitoring. Flow monitoring will increase water conservation levels and reduce property damage liability through the detection and elimination of excess or unexpected flow caused by line breaks, valve failures and sprinkler vandalism. Historical use reports will be generated and a heightened awareness of water consumption through live usage data will be realized.

Internal Circulation:

Divisional Director, Infrastructure Divisional Director, Civic Operations Parks and Buildings Planning Manager Park Services Manager Infrastructure Delivery Manager Grants and Partnerships Manager

Existing Policy:

OCP Policy 7.17.2 Water Conservation: Conserve water by improving the efficiency of existing irrigation systems, improving park construction standards, designing for water conservation, using non-potable water and converting park and civic building landscapes to reduce the amount of irrigated turf where appropriate.

OCP Policy 7.21.1 Best Practices: Minimize water consumption by following best practices for water conservation including metering, public education and equitable rate structures, toward increased resilience to drought.

OCP Policy 7.23.1 Run-off Volumes: Manage runoff volumes generated by urban development to minimize changes in water flow and impacts to watershed health.

Financial/Budgetary Considerations:

The Infrastructure Division has made a budget request for 2017 for the 'Boyce-Gyro Park Parking Lot Improvements Project', of which will form part of the funding for the implementation of the planted bio-swales.

Considerations not applicable to this report:

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

Submitted by:

L. Clement, Park and Landscape Planner

Approved for inclusion:

Alan Newcombe, Divisional Director, Infrastructure

cc Divisional Director, Infrastructure Divisional Director, Civic Operations Parks and Buildings Planning Manager Park Services Manager Infrastructure Delivery Manager Grants and Partnerships Manager