

City of Kelowna

Regular Council Meeting

AGENDA



Monday, December 14, 2015

1:30 pm

Council Chamber

City Hall, 1435 Water Street

Pages

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 feed is being broadcast and recorded by CastaNet and a delayed broadcast is shown on Shaw Cable.

2. Confirmation of Minutes

4 - 6

PM Meeting - December 7, 2015

3. Development Application Reports & Related Bylaws

3.1 988 Frost Road, Z15-0051 - 0954654 BC Ltd.

7 - 11

To rezone the subject property to facilitate potential development of retail liquor sales on the subject property.

3.2 988 Frost Road, BL11176 (Z15-0051) - 0954654 BC Ltd.

12 - 12

To give Bylaw No. 11176 first reading in order to rezone the subject property to facilitate potential development of retail liquor sales on the subject property.

3.3 200 Potterton Road, OCP15-0018 and Z15-0057 - Roth Enterprises Ltd.

13 - 26

To amend the Official Community Plan to change the future land use designation and rezone the subject property to allow for the development of an industrial subdivision.

3.4 200 Potterton Road, BL11178 (OCP15-0018) - Roth Enterprises Ltd.

27 - 27

To give Bylaw No. 11178 first reading in order to change the future land use designation of the subject property in order to allow for the development of an industrial subdivision.

3.5	200 Potterton Road, BL11179 (Z15-0057) - Roth Enterprises Ltd.	28 - 28
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To give Bylaw No. 11179 first reading in order to rezone the subject property in order to allow for the development of an industrial subdivision.

3.6	653 Harvey Avenue, 1770 & 1800 Richter Street, 1755 Chapman Place, DP15-0287 - Mission Group	29 - 39
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To consider form and character of overall site design and materials for the Central Green Development.

3.7	1770 Richter Street, DP15-0172 - Mission Group Homes	40 - 66
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To consider the form and character of an 83 unit 4 storey residential building at Central Green.

3.8	2741 Highway 97 N, DP15-0240 - Ronald Hoffart	67 - 82
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To consider the form and character of a 4,400m² (47,450 sq. ft.) automotive dealership off of Highway 97 N.

3.9	1102 Cameron Avenue & 1091 Guisachan Road,, DP15-0248 - Victor Projects Ltd.	83 - 105
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To consider a form and character development permit application for a 100 unit townhome complex between Cameron Avenue and Guisachan Road.

3.10	4624 Lakeshore Road, DP15-0249 - Simple Pursuits Ltd.	106 - 127
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To consider a Development Permit for a 6,950 ft² single storey commercial unit.

4. Bylaws for Adoption (Development Related)

4.1	605 Wallace Road, BL11079 (Z15-0003) - Robert Volk & Gwen Miller	128 - 128
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To adopt Bylaw No. 11079 in order to rezone the subject property to allow for a carriage house.

5. Non-Development Reports & Related Bylaws

5.1	2016 Financial Plan	129 - 170
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To provide an overview of the 2016 Financial Plan.

5.2	Engage Policy and Program	171 - 194
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To provide information regarding Council's Engage Policy.

5.3 Southern Interior Bylaw Adjudication Report to Council 2015

195 - 209

To provide Council with an update on the Bylaw Adjudication System and to make minor amendments to the Establishment Bylaw; and to renew the Southern Interior Bylaw Notice Dispute Adjudication Registry Agreement and add the City of Enderby to the Agreement.

6. Resolutions

7. Bylaws for Adoption (Non-Development Related)

7.1 1091 Guisachan Road, BL11174 - Road Closure Bylaw

210 - 211

Mayor to invite anyone in the public gallery who deems themselves affected by the proposed road closure to come forward.

To adopt Bylaw No. 11174 in order to authorize the City to permanently close and remove the highway dedication of a portion of highway on Guisachan Road.

7.2 BL11173 - Amendment No. 6 to Water Regulation Bylaw No. 10480

212 - 213

To adopt Bylaw No. 11173 in order to amend the City of Kelowna's Water Regulation Bylaw.

8. Mayor and Councillor Items

9. Termination



City of Kelowna

Regular Council Meeting

Minutes

Date: Monday, December 7, 2015
 Location: Council Chamber
 City Hall, 1435 Water Street

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

Staff Present City Manager, Ron Mattiussi; City Clerk, Stephen Fleming; Community & Neighbourhood Services Manager, Louise Roberts*; Neighbourhood Development Coordinator, Glenda Cooper*; Utility Services Manager, Kevin Van Vleit*; Planner Specialist, Ross Soward*; Long Range Policy Planning Manager, James Moore*; Council Recording Secretary, Arlene McClelland;

(*Denotes partial attendance)

1. Call to Order

Mayor Basran called the meeting to order at 1:34 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 feed is being broadcast and recorded by CastaNet and a delayed broadcast is shown on Shaw Cable.

2. Confirmation of Minutes

Moved By Councillor Hodge/Seconded By Councillor Gray

R951/15/12/07 THAT the Minutes of the Regular Meetings of November 30, 2015 be confirmed as circulated.

Carried

3. Non-Development Reports & Related Bylaws

3.1 Strong Neighbourhood Project Update

Staff:

- Displayed a PowerPoint Presentation summarizing the 2014/2015 activities of the Strong Neighbourhood Project and responded to questions from Council.

Moved By Councillor Sieben/Seconded By Councillor Singh

R952/15/12/07 THAT Council receives, for information, the report from the Community & Neighbourhood Services Manager dated December 2, 2015, with respect to the Strong Neighbourhood Project.

Carried

3.2 Amendment No. 6 to Water Regulation Bylaw No. 10480

Staff:

- Provided a summary of recommended water meter fee changes and responded to questions from Council.

Moved By Councillor Hodge/Seconded By Councillor Donn

R953/15/12/07 THAT Council receives for information, the Report from the Utility Services Manager, dated November 30, 2015 pertaining to adjusting the water meter fees in the Water Regulation Bylaw;

AND THAT Bylaw No. 11173 being amendment No.6 to the Water Regulation Bylaw No. 10480 be forwarded to Council for reading consideration.

Carried

3.3 BL11173 - Amendment No. 6 to Water Regulation Bylaw No. 10480

Moved By Councillor Gray/Seconded By Councillor Donn

R954/15/12/07 THAT Bylaw No. 11173 be read a first, second and third time.

Carried

3.4 Urban Centres Roadmap - Draft Principles and Targets

Staff:

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

Moved By Councillor DeHart/Seconded By Councillor Hodge

R955/15/12/07 THAT Council receives for information the report from the Planner Specialist dated December 7, 2015 with respect to the Urban Centres Roadmap. AND THAT Council endorses the proposed principles and targets as presented from the Planner Specialist dated December 7, 2015 with respect to the Urban Centres Roadmap;

AND THAT Council endorses the next steps of the project with staff reporting back to Council with the final Urban Centres Roadmap report.

Carried

3.5 2015 Community Trends Report

Staff:

- Displayed a PowerPoint Presentation introducing the 2015 Community Trends and responded to questions from Council.

Moved By Councillor Donn/Seconded By Councillor Gray

R956/15/12/07 THAT Council receives, for information, the report from the Long Range Policy Planning;

Manager dated November 19, 2015, with respect to Kelowna's 2015 Community Trends Report.

Carried

4. Bylaws for Adoption (Non-Development Related)

4.1 Ellis Street & St. Paul Street (Portion of lane adjacent to various addresses), BL11171 - Road Closure Bylaw

Mayor Basran invited the applicant or anyone in the public gallery who deemed themselves affected to come forward.

No one came forward.

Moved By Councillor Donn/Seconded By Councillor Given

R957/15/12/07 THAT Bylaw No. 11171 be adopted.

Carried

5. Mayor and Councillor Items

Councillor Gray:

- Represented Council at the Lighting of the Menorah on Sunday evening.

Councillor Sieben:

- Spoke to his attendance, along with other Members of Council, at the URBA Christmas Light Up.

Councillor Singh:

- Spoke to her participation in the Candlelight Vigil Walk to mark the National Day of Remembrance and Action on Violence against Women.

Councillor DeHart:

- Reminder of the Scrooge Breakfast event at the Sandlewood Retirement Resort between 6:30 and 9:30 am to benefit the Salvation Army Christmas Hamper Program.

Councillor Stack:

- Spoke to his attendance at the Taste of Japan event and thanked Councillor Donn for being the MC.

Mayor Basran:

- Offered condolences to the Bennett family and spoke to the public career of Bill Bennett.

6. Termination

This meeting was declared terminated at 3:12 p.m.

Mayor

/acm

City Clerk

REPORT TO COUNCIL



Date: December 7, 2015

RIM No. 1250-30

To: City Manager

From: Community Planning Department (RR)

Application: Z15-0051 **Owner:** 0954654 BC Ltd., Inc. No. BC0954654

Address: 988 Frost Road **Applicant:** 0954654 BC Ltd.

Subject: Rezoning Application

Existing OCP Designation: COMM - Commercial

Existing Zone: C3 - Community Commercial

Proposed Zone: C3rls - Community Commercial (Retail Liquor Sales)

1.0 Recommendation

THAT Rezoning Application No. Z15-0051 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot 1, District Lot 579, Similkameen Division Yale District, Plan EPP29197 located at 988 Frost Road, Kelowna, BC from the C3 - Community Commercial zone to the C3rls - Community Commercial (Retail Liquor Sales) zone be considered by Council;

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

2.0 Purpose

To rezone the subject property to facilitate potential development of retail liquor sales on the subject property.

3.0 Community Planning

Community Planning Staff recommends support for the proposed rezoning of the subject property to facilitate future retail liquor sales as part of the South Gordon Village Centre. This area will become a neighbourhood commercial hub for this part of the Upper Mission through the development of The Ponds. The proposal meets the intent of Council Policy No. 359 regarding the siting of retail liquor sales establishments and there are no liquor primary establishments in the area.

The nearest property currently zoned for retail liquor sales is the Hotel Eldorado, located at 500 Cook Road in the Lower Mission. The Hotel Eldorado is just over 4.5 km away from the subject property with a driving distance of approximately 6.5 km.

Allowing for retail liquor sales in the South Gordon Village Centre adds to the retail and commercial uses that will serve residents of this area.

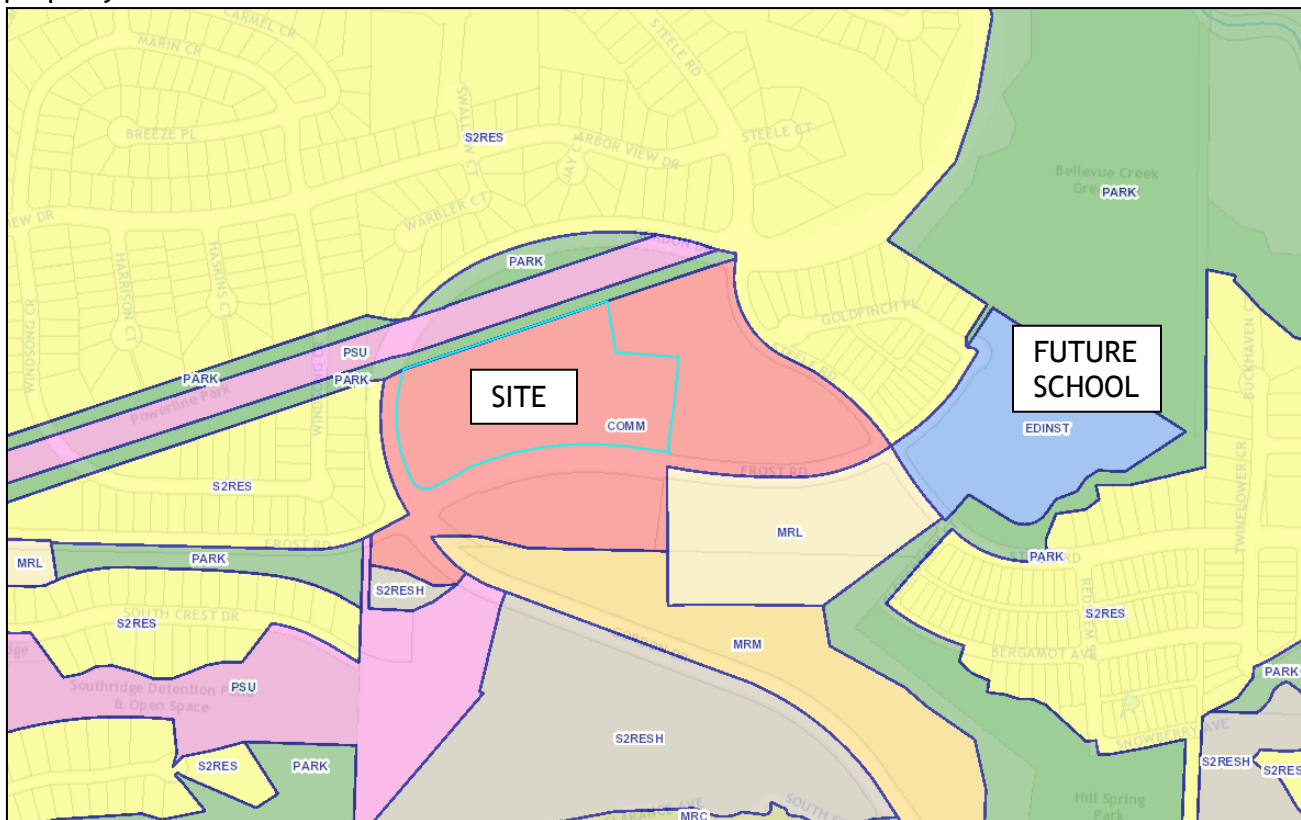
A new middle school is proposed east of the intersection of Frost Road and Steele Road at 1211 Frost Road. At their nearest points, the school property is approximately 400 m away from the subject property. Retail liquor sales establishments must follow the regulations of the Liquor Control and Licensing Branch; therefore, Staff do not have significant concerns with the proximity of these properties.

Per Council Policy No. 367, the applicant completed neighbourhood consultation by delivering information to neighbours within 50 m of the site. Most of the neighbouring properties are corporate owners, with the City also owning land in the area.

4.0 Proposal

4.1 Project Description

As part of The Ponds development in the Upper Mission, the South Gordon Village Centre will serve a large residential area of single dwelling and low density multiple unit housing, much of which is still being developed. The Village Centre is not yet under development and is expected to proceed following the construction of South Perimeter Road, which will connect to the extension of Gordon Drive at its southern terminus approximately 1.5 km south of the subject property.



There are four properties currently zoned and designated for commercial use within the Village Centre. The total area of these properties is 6.9 ha (17.1 ac) and the subject property is the largest of these at 3.0 ha (7.4 ac). The applicant's intent is to rezone the property to allow for

the possibility of retail liquor sales in the future development of the site, serving the surrounding residential areas.

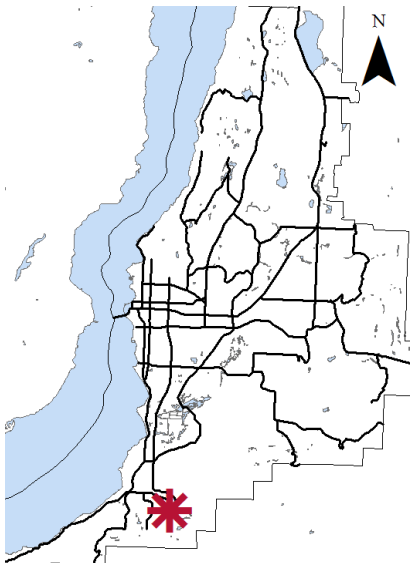
4.2 Site Context

The subject property is located at the northeast corner of the intersection of Gordon Drive and Frost Road in the City's Southwest Mission Sector, within the Permanent Growth Boundary. It is part of The Ponds development and forms the central part of the South Gordon Village Centre.

Adjacent land uses are as follows:

Orientation	Zoning	Land Use
North	P3 - Parks and Open Space	Public parks
East	C3 - Community Commercial	Vacant land
South	C3 - Community Commercial	Vacant land
West	RU1 - Large Lot Housing	Single dwelling housing

Subject Property Map



5.0 Current Development Policies

5.1 Kelowna Official Community Plan (OCP)

Village Centre (Neighbourhood 3 / South Gordon).¹ A cluster of small-scale, residential, retail, and office uses, which provide for convenience needs of area residents. Village Centres are located along an arterial or collector road and would typically be located more than two kilometres from other City or Town Centre commercial facilities. The total commercial component of such a centre is no larger than 15,000 m². One "anchor" may account for up to 30% of the total floor space, but individual stores would typically be a maximum of 140 m² (restaurants might be slightly larger). Density will decrease as the distance from the core increases.

¹ City of Kelowna Official Community Plan, (Definitions Chapter).

5.2 Liquor Licensing Policy & Procedures²

The following considerations should be made for the location of liquor stores / retail liquor sales (RLS):

- a) Continue to require new or relocated RLS establishments to apply for a rezoning application to allow for "Retail Liquor Sales" in applicable zones.
- b) No Retail Liquor Sales shall be approved for (in conjunction with) Liquor Primary establishments with person capacity that exceed 150 persons.
- c) Any new or relocated Retail Liquor Sales establishment shall not be located within 300 m of an existing Liquor Primary establishment with a person capacity greater than 350 persons.

5.3 Neighbourhood Consultation

The applicant has consulted with neighbours in accordance with Council Policy #367. The applicant indicated that there were no objections, and that there was general enthusiasm for seeing commercial development on the site.

6.0 Technical Comments

6.1 RCMP

- The RCMP are not opposed to this rezoning application.

6.2 School District No. 23

- The subject property is approximately 400 m to 500 m from the proposed middle school at the intersection of Steele Road and Frost Road.

7.0 Application Chronology

Date of Application Received: September 28, 2015
Date Public Consultation Completed: November 16, 2015

Report prepared by:

Ryan Roycroft, Planner

Reviewed by:

☐

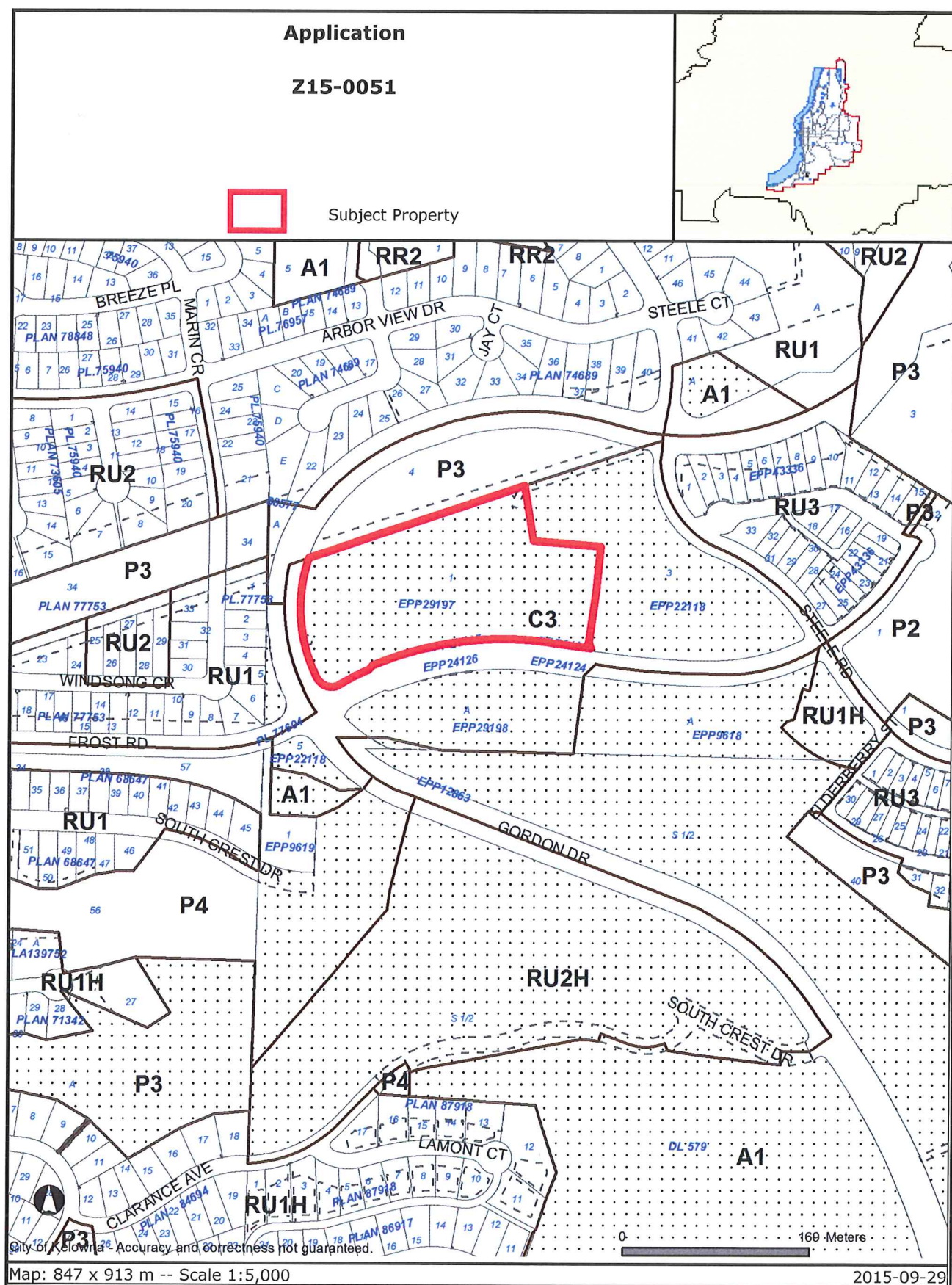
Terry Barton, Urban Planning Manager

Approved for Inclusion:

☐

Ryan Smith, Community Planning Department Manager

² City of Kelowna Council Policy No. 359.



Certain layers such as lots, zoning and dp areas are updated bi-weekly. This map is for general information only.
The City of Kelowna does not guarantee its accuracy. All information should be verified.

CITY OF KELOWNA
BYLAW NO. 11176
Z15-0051 - 0954654 BC Ltd., Inc. No. BC0954654
988 Frost Road

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

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

1. THAT City of Kelowna Zoning Bylaw No. 8000 be amended by changing the zoning classification of Lot 1, District Lot 579, SDYD, Plan EPP29197 located on Frost Road, Kelowna, B.C., from the C3 - Community Commercial zone to the C3rls - Community Commercial (Retail Liquor Sales) zone.
2. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first time by the Municipal Council this

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: December 14, 2015

RIM No. 1250-00

To: City Manager

From: Community Planning Department (RR)

Application: OCP15-0018 & Z15-0057 **Owner:** British Columbia Buildings Corporation

Address: 200 Potterton Road **Applicant:** Roth Enterprises Ltd

Subject: Zoning Bylaw Amendment and Official Community Plan Amendment

Existing OCP Designation: EDINST - Educational / Major Institutional

Proposed OCP Designation: IND - Industrial

Existing Zone: P1 - Major Institutional

Proposed Zone: I2 - General Industrial

1.0 Recommendation

THAT Official Community Plan Map Amendment Application No. OCP15-0018 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 2, Township 20, ODYD Plan KAP59703 located at 200 Potterton Road, Kelowna, BC from the EDINST designation to the IND - Industrial designation be considered by Council;

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

AND THAT the requirement to hold a Public Information Session, prior to the Official Community Plan Map Amending Bylaw receiving first reading, in accordance with the *Local Government Act*, and the City of Kelowna's Development Applications Procedures Bylaw No. 10540, be waived;

AND THAT Rezoning Application No. Z15-0057 to amend the City of Kelowna Zoning Bylaw No. 8000 by changing the zoning classification of Lot A, Section 2, Township 20, ODYD Plan KAP59703, located at 200 Potterton Road, Kelowna, BC from the P1 - Major Institutional zone to the I2 - General Industrial zone be considered by Council;

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

2.0 Purpose

To amend the Official Community Plan to change the future land use designation and rezone the subject property to allow for the development of an industrial subdivision.

3.0 Community Planning

Staff recommend that the application to amend the OCP and rezone the property be advanced to public hearing. The proposed development is consistent with development patterns in the area. The mid-sized industrial lots will be compatible with surrounding industrial land uses and based on customer inquiries, there appears to be a strong market demand for industrial land in the city.

The property was only designated as EDINST and zoned for Institutional in light of the provincial ownership of the property. As the province is no longer interested in developing the site, it is appropriate to re-zone the property for industrial use consistent with the surrounding neighbourhood.

4.0 Proposal

4.1 Background

The property is a large undeveloped property in a industrialized district of the city. The property is currently owned by the Province of British Columbia, who have previously considered the site as a location for a penitentiary. In 2012, the Province decided to locate the facility in Oliver, leaving the Potterton site vacant. As the site is no longer required for Provincial purposes, the Province has found a private buyer interested in designating the property for industrial use.

4.2 Project Description

The applicant has applied to amend the Official Community Plan and to rezone the property to allow the development of an industrial subdivision. The applicant has also submitted an application to subdivide the property into 8 smaller parcels, subject to Council adopting the bylaw amendments.

The properties will be fully serviced general industrial lots which would be suitable for development for uses ranging from outdoor storage to industrial production. Future developers would be required to apply for a building permit from the City. A Form & Character Development Permit will not be required as this area is exempt.

The properties will be supplied water through a bulk water agreement with the District of Lake Country. The bulk water agreement allocates water on a per parcel basis. During the subdivision process, water will be allocated to the new parcels based on the area of the new parcels being created.

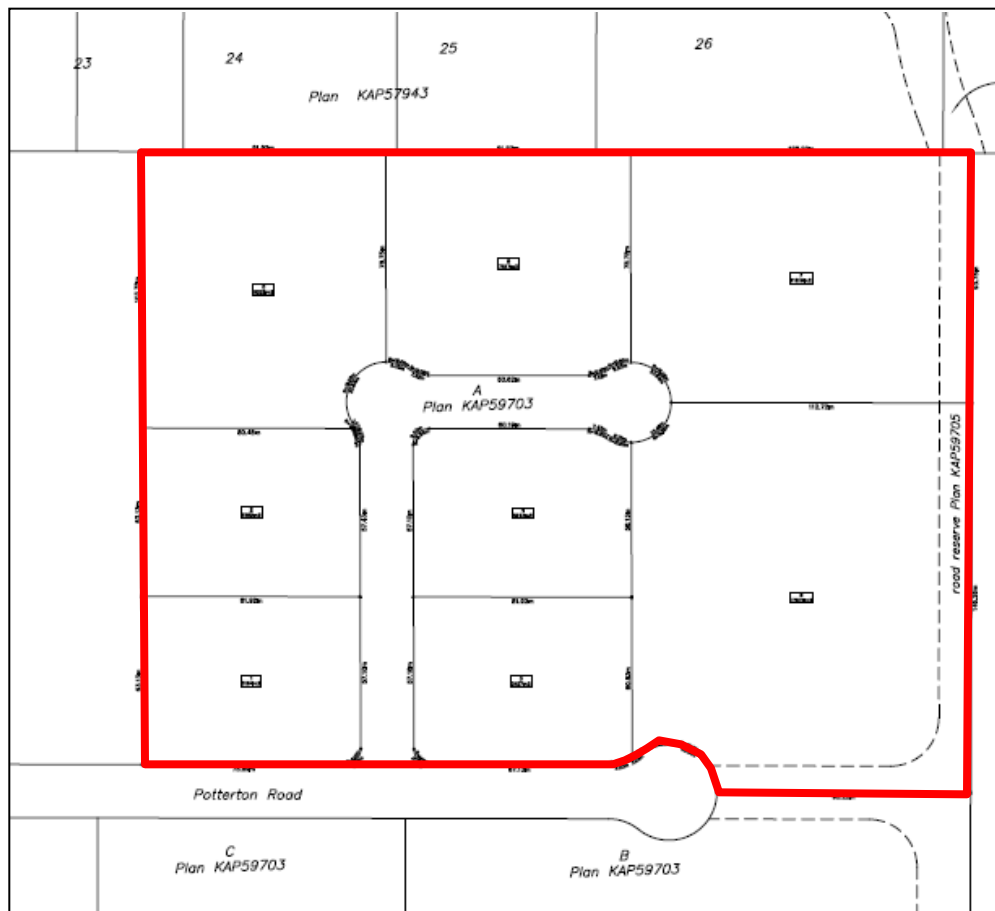


Figure 1 Preliminary Layout, subject to change

4.3 Site Context

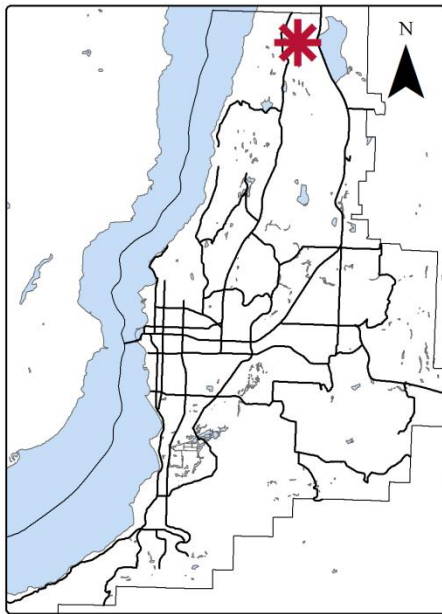
The property is located in an industrialized portion of the city just south of the border with Lake Country. The parcel is surrounded on three sides by industrial development. The property to the east is zoned A1 - Agriculture, but is not in the ALR and is designated for future industrial use.

The property will have access to Highway 97 along Beaver Lake Road

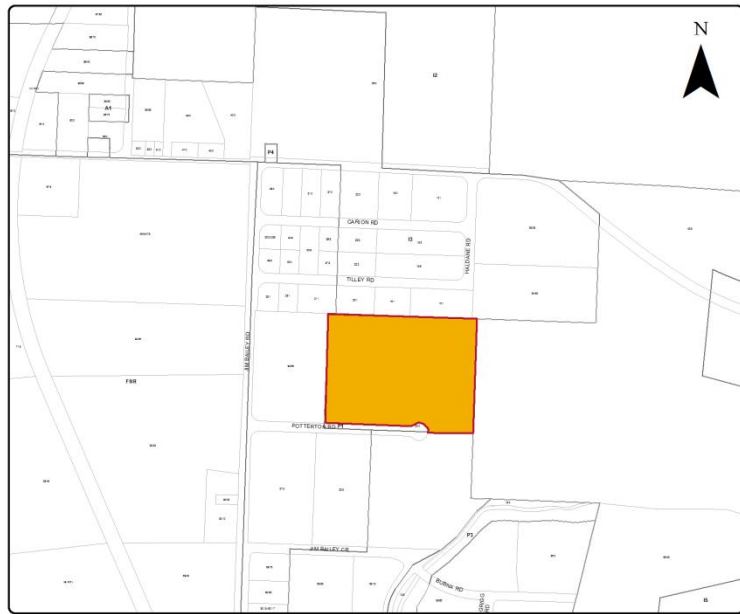
Adjacent land uses are as follows:

Orientation	Zoning	Land Use
North	I3 - Heavy Industrial	Industrial production
East	A1 - Agriculture	Vacant / Forested
South	I3 - Heavy Industrial	Warehouse Space
West	I2 - General Industrial	Industrial food processing

Subject Property Map:



CONTEXT



NEIGHBOURING ZONING



SUBJECT PROPERTY

4.4 Zoning Analysis Table

Zoning Analysis Table		
CRITERIA	ZONE REQUIREMENTS	PROPOSAL
Existing Lot/Subdivision Regulations		
Minimum Lot Area	4,000 m ²	71,760 m ²
Minimum Lot Width	40.0 m	312 m
Minimum Lot Depth	35.0 m	230 m

5.0 Current Development Policies

5.1 Kelowna Official Community Plan (OCP)

Future Land Use

Industrial (IND) Light and heavy industrial uses as well as Industrial/Business activities and airport related industrial uses. Industrial/business service refers to uses that provide services and support to industrial and business customers.

Industrial Land Use

Policy 5.28.1 Rezoning to Industrial. Consider allowing land not currently designated as industrial to be supported for an Official Community Plan amendment and subsequent rezoning to allow industrial uses provided that such a rezoning would be consistent with other Official Community Plan policies, provided that available municipal infrastructure can support the use, and provided that the industrial use would be compatible with existing and proposed future surrounding uses. Compatibility issues to consider include, but are not limited to, visual impact, noise, odour, hours of operation, pollution and traffic.

Policy 5.29.1 Industrial Land Use Intensification. Encourage more intensive industrial use of currently under-utilized industrial sites during site redevelopment or by permitting lot subdivision where new lots can meet the minimum lot size requirements of the Zoning Bylaw.

6.0 Technical Comments

6.1 Building & Permitting Department

No concerns

6.2 Development Engineering Department

See attached Memorandum associated with S15-0083, dated November 17, 2015

6.3 Bylaw Services

No concerns

6.4 Fire Department

- 1 The Fire Department has no issues with the zoning change
- 2 Fire Department access is to be met as per BCBC 3.2.5.6 - appropriate road width and turnarounds.
- 3 Engineered Fire Flow calculations are required to determine Fire Hydrant requirements as per the City of Kelowna Subdivision Bylaw #7900. Should a hydrant be required on this property (STRATA) it shall be deemed private and shall be operational prior to the start of construction
- 4 The length of a cul-de-sac shall meet the requirements of the subdivision bylaw.

6.5 District of Lake Country

The District is not impacted by the proposed subdivision or rezoning provided the bulk water agreement between the City and the District is adhered to.

7.0 Application Chronology

Date of Application Received: Sept. 25, 2015

Report prepared by:

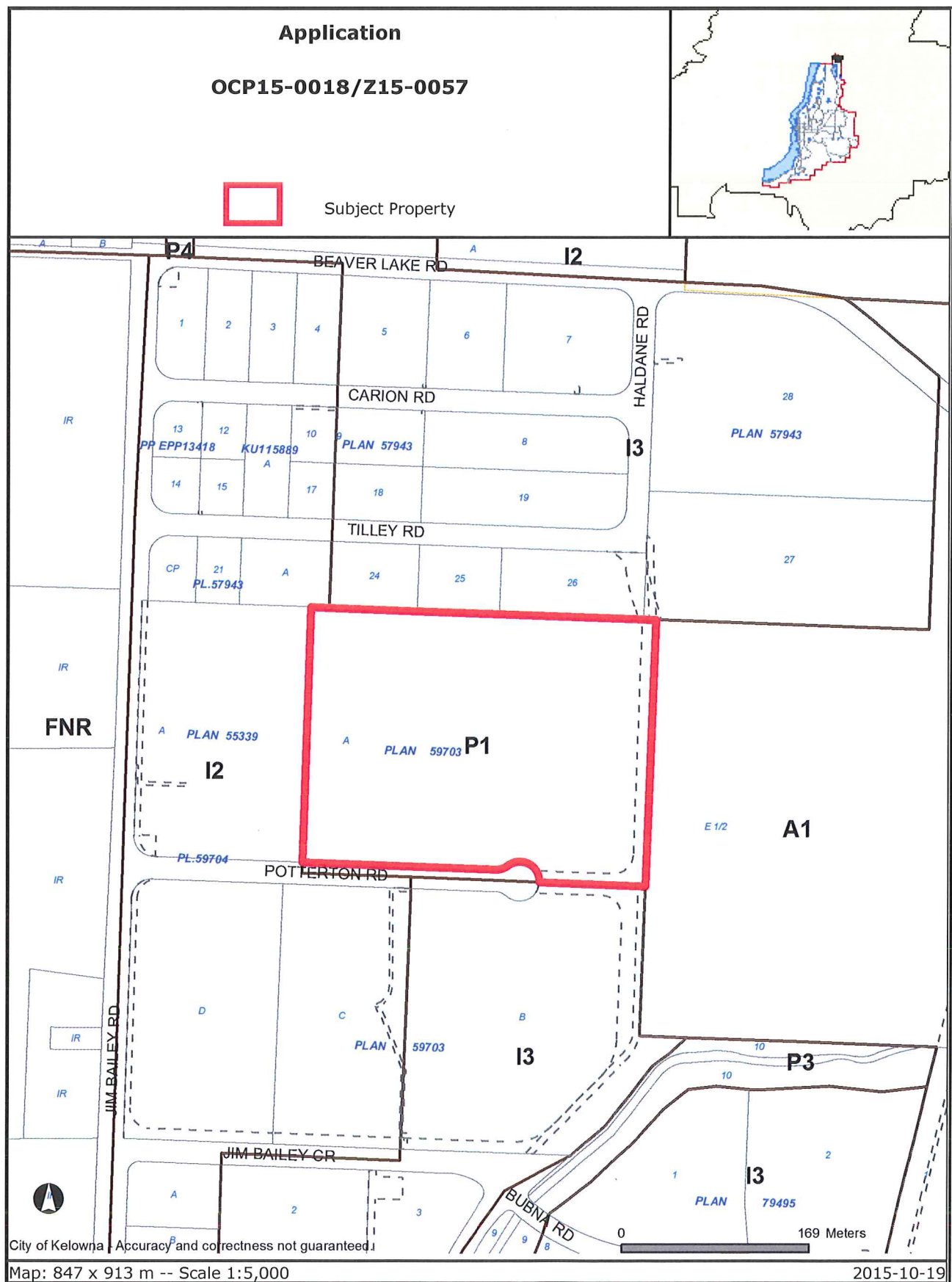
Ryan Roycroft, Planner

Reviewed by: ☐ Terry Barton, Urban Planning Manager

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

Attachments:

Summary of Technical Comments



Certain layers such as lots, zoning and dp areas are updated bi-weekly. This map is for general information only.
The City of Kelowna does not guarantee its accuracy. All information should be verified.

CITY OF KELOWNA

MEMORANDUM

Date: November 17, 2015
File No.: S15-0083
To: Planning & Development Services Department (RR)
From: Development Engineer Manager (SM)
Subject: 200 Potterton Road Lot A, Plan 59703

Development Engineering has the following comments and requirements associated with this application. The utility upgrading requirements outlined in this report will be a requirement of this development.

1. General

Where there is a possibility of a high water table or surcharging of storm drains during major storm events, non-basement structures 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

Provide a comprehensive geotechnical report prepared by a Professional Engineer competent in the field of hydro-geotechnical engineering to address the items below:

NOTE: 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) Any items required in other sections of this document.

- ix) Recommendations for erosion and sedimentation controls for water and wind.
- x) Recommendations for roof drains and perimeter drains.
- xi) Recommendations for construction of detention or infiltration ponds if applicable.

3. Water

- a) The property is located within the City of Kelowna Water Supply Area and has been pre-serviced with a 300m water service located 157.6m east of the southwest iron pin.
- b) Remove or relocate any existing service connections encroaching on the proposed lots.
- c) Provide an adequately sized water system capable of supplying daily industrial demands industrial fire protection for the project in accordance with the Subdivision, Development & Servicing Bylaw.
- d) Arrange for individual lot connections before submission of the subdivision plan; including payment of connection fees (provide copy of receipt).
- e) Design drawings must be reviewed by the District of Lake Country prior to the City issuing the drawings for construction. Confirmation of their review must be provided to the City.

4. Sanitary Sewer

- a) Provide an adequately sized sanitary sewer system complete with individual lot connections.
- b) Arrange for individual lot connections before submission of the subdivision plan, including payment of connection fees (provide copy of receipt).
- c) Abandon and backfill existing septic tanks in accordance with Building Department requirements. Identify, on the Lot Grading Plan, the location of the existing tanks and fields.
- d) The subject property is located within the Sewer Connection Area # 32 is currently set by Bylaw at \$2,600 per Single Family Equivalent (SFE). This Bylaw is currently under review for an update that will be presented to Council in 2016. The value is determined by the following formula: the first 0.36 acres of developed land or portion thereof equals 1 SFE. Thereafter 2.8 SFE's per acre of developed land. The assessed value for this property is **\$125,559.00**
- e) Sewer Connection Area Charges will not be applied as a credit towards mains or services to be installed as part of these project requirements.

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) Arrange for individual lot connections before submission of the subdivision plan; including payment of connection fees (provide copy of receipt).

6. Roads

- a) All on-site roads are to be constructed to a character that is consistent with the previous phase of the Hiram Walker site development. The roads are designated urban Class 1 collector road without sidewalk. Dedicate and construct the road in accordance with City standard SS-R5, (20.0m dedication, 13.1 m. road).
- b) Provide traffic control and street name signs where required. The City will install all signs and traffic control devices at the developer's expense.
- c) Provide a Street Sign, Markings and Traffic Control Devices Drawing.
- d) Grade the fronting road boulevards in accordance with the standard drawing and provide a minimum of 50 mm of topsoil. Major cut/fill slopes must start at the property lines.
- e) 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.
- f) Re-locate existing poles and utilities, where necessary.
- g) Provide corner rounding or truncation dedication of 6 m radius at all intersections.

7. Power and Telecommunication Services and Street Lights

- a) All proposed distribution and service connections are to be installed underground in a character that is consistent with the previous phase of the Hiram Walker site development
- b) Street lights must be installed on all roads.
- c) Before making application for approval of your subdivision plan, please make arrangements with Fortis BC for the pre-payment of applicable charges and tender a copy of their receipt with the subdivision application.

- d) 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. DCC Credits

None of the required improvements qualify for DCC credit consideration, as these upgrades are not identified in the current DCC schedules.

11. Charges and Fees

Fees per the "Development Application Fees Bylaw" include:

Sewer Connection Area #32 (subject to Council approval) \$125,559.00

Street/Traffic Sign Fees: at cost if required (to be determined after design).

Survey Monument Fee: \$50.00 per newly created lot (GST exempt).

Survey Monument, Replacement Fee: \$1,200.00 (GST exempt) – only if disturbed.

Engineering and Inspection Fee: 3% of construction value (plus GST).

Steve Muenz, P. Eng.
Development Engineering Manager

jo

CITY OF KELOWNA

BYLAW NO. 11178

Official Community Plan Amendment No. OCP15-0018 British Columbia Buildings Corporation 200 Potterton Road

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

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

1. THAT 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 Lot A, Section 2, Township 20, ODYD, Plan KAP59703, located on Potterton Road, Kelowna, B.C., from the EDINST - Educational / Major Institutional designation to the IND - Industrial designation;
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. 11179
Z15-0057 - British Columbia Buildings Corporation
200 Potterton Road

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

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

1. THAT City of Kelowna Zoning Bylaw No. 8000 be amended by changing the zoning classification of Lot A, Section 2, Township 20, ODYD, Plan KAP59703 located on Potterton Road, Kelowna, B.C., from the P1 - Major Institutional zone to the I2 - General Industrial zone.
2. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first time by the Municipal Council this

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: December 14, 2015

RIM No. 0940-00

To: City Manager

From: Community Planning Department (RR)

Application:	DP15-0287	Owner:	1017476 BC LTD
			1017482 BC LTD
			1017489 BC LTD
			1017496 BC LTD

Address:	653 Harvey Ave, 1770 Richter St., 1800 Richter St., 1755 Chapman Pl.	Applicant:	Mission Group
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Subject: Master Site Development Permit

Existing OCP Designation: MXR - Mixed Use (Residential/Commercial), MRM (Multiple Unit Residential (Medium Density))

Existing Zone: CD22 - Central Green Comprehensive Development Zone

1.0 Recommendation

THAT Council authorizes the issuance of Development Permit No. DP15-0287 for properties located at 653 Harvey Ave (Lot 1, Plan 92715), 1170 Richter St (Lot 4, Plan 92715), 1800 Richter St (Lot A, Plan EPP18764) and 1755 Chapman Pl. (Lot 3, Plan 92715) Kelowna, BC subject to the following:

1. That the general form and character of the site landscaping, hardscaping, furnishing, plantings and other features be in general accordance with the specifications in "Schedule A"

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 form and character of overall site design and materials for the Central Green Development.

3.0 Community Planning

Staff and the Developers have worked for over a year on the design elements going into the Central Green site. The guiding vision behind the plan has always been to create a safe and inviting place for pedestrians travelling across the site, and to build an attractive and inviting community.

The proposed Master Development Permit achieves these aims. The developer will be required to use high quality paving materials and techniques that will act to calm traffic and support pedestrian safety. The width and furnishings along the pedestrian walkways are intended to make it clear that they are intended as public spaces, rather than property of the developer or strata.

The Master Development Permit is intended to broadly guide development on the site, with more specific detail being determined later in the process, during individual building Development Permits.

4.0 Proposal

4.1 Background

The market portion of the Central Green project will be developed by at least two developers over a number of years. The traditional building form development permit will be used to ensure that the building's architecture is consistent over the course of the project, the Master Site Development Permit will be used to ensure consistency in terms of paving materials, plantings, and other non-building site elements.

The Master Development Permit will overlay the portion of the Central Green site owned by Al Stober Construction. As Council considers the Development Permits for buildings, they will fit into the larger Central Green context.

The precise locations of plantings, bollards and other features in the Master Development Permit is schematic only, and may be slightly altered during final building approval. Where Council authorizes a Building Development Permit that is not entirely consistent with the Master Permit, the Building Development Permit will override the Master Permit.

Landscaping bonding will be collected during the Building Development Permit phases.

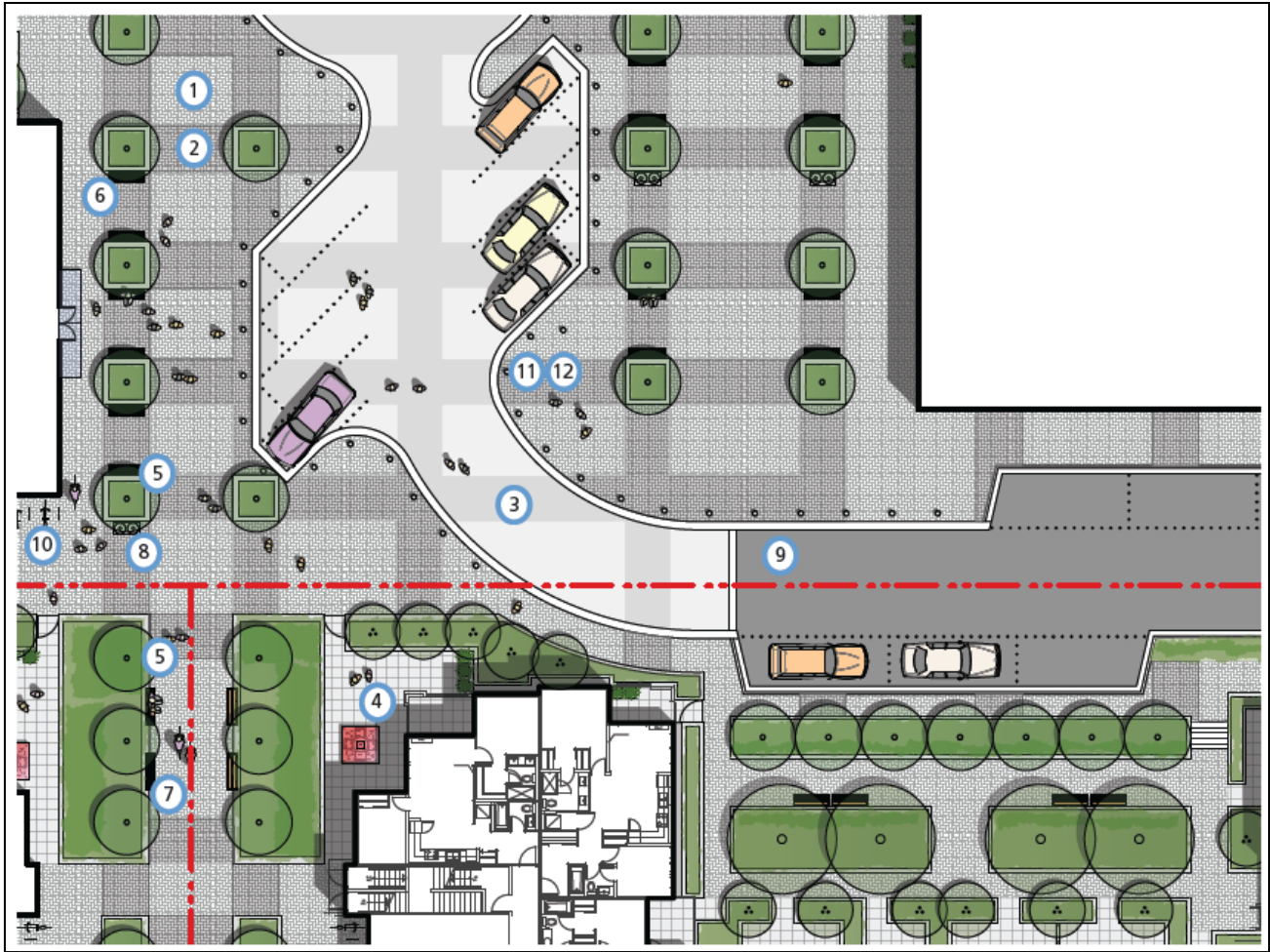
4.2 Project Description

The market portion of Central Green will be constructed over approximately 7 acres of zoned land, and will comprise of 7 buildings. Part of this buildout, the developer will be installing an access road across the site, between Richter Street and Chapman Place, a number of public walkways, and a public plaza.

Access Road

The ramps of the access roads will be asphalted, transitioning into banded concrete at the top of the ramps. The road will be considerably narrower than traditional city roadways as a form of traffic control. The banding will be carried between the pedestrian areas and the roadway to create a perception of shared space, while the bollards and low curb will provide additional visual cues to drivers.

The pedestrian areas will be paved in alternative pavers rather than concrete or asphalt.



Public plaza

The public plaza will be constructed between Buildings A and B. It will be based around a central water feature and paved with premium pavers. All weather lights will be strung across the plaza to ensure that it is vibrant and inviting at all times of the year.

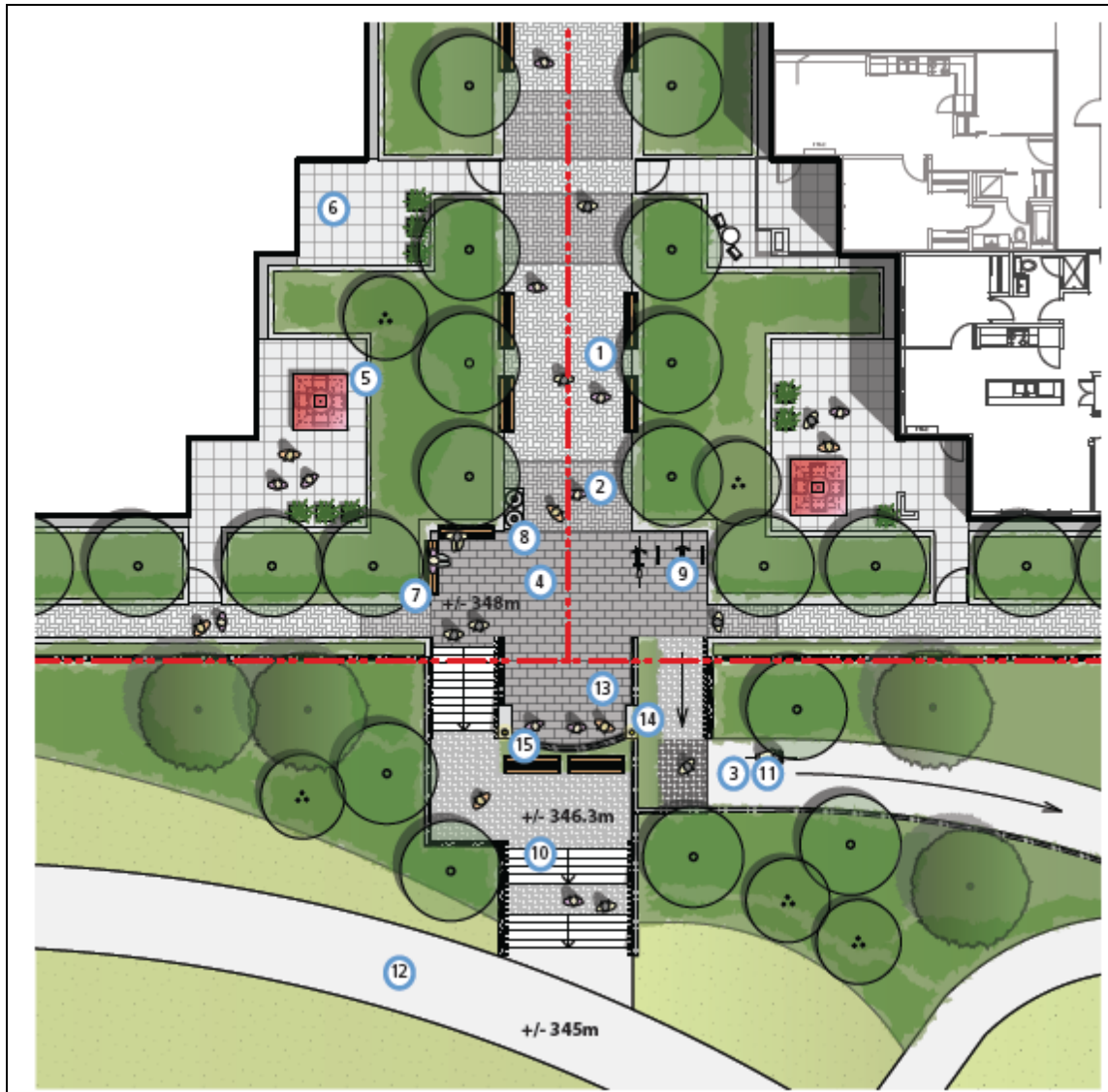
It is anticipated that patio or outdoor displays from retail or convenience food services around the plaza will complement the public plaza space. These uses will activate the space and encourage year round use.



Rowcliffe Community Park Interface

The interface between Central Green and Rowcliffe Community Park will shape how the public interacts with the space. The Central Green plan emphasized the importance of creating a free pedestrian flow between Rowcliffe and the eventually pedestrian flyover at Harvey.

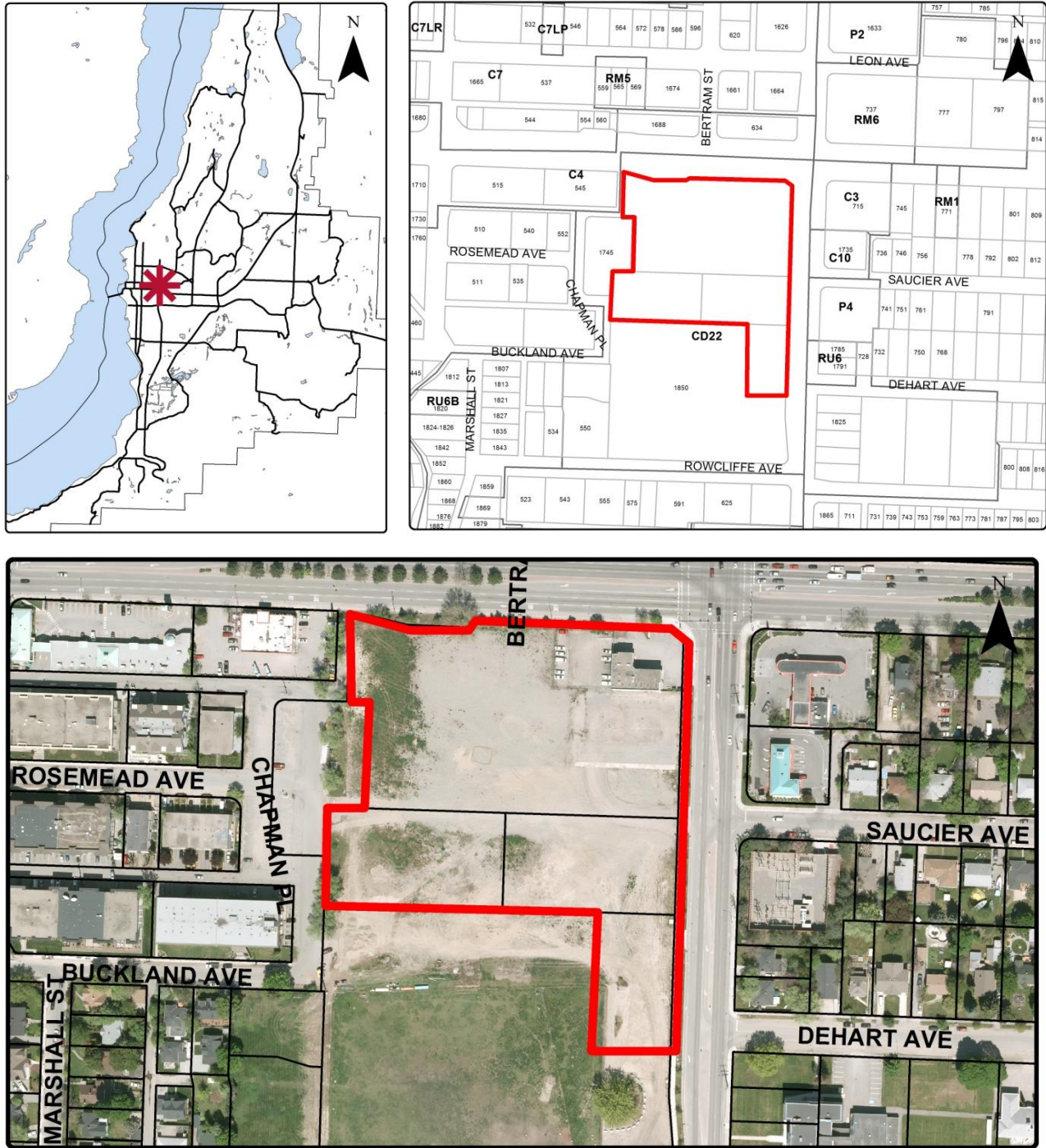
Because of the height of the underground parkade, there will be up to a 3 m elevation difference between the Central Green site and park. The proposed design will include a stairway with a seating area and overlook point, and an accessible ramp. Benches will be located throughout the length of the site.



Site Furnishings

The site furnishings such as benches, bollards and tables will be consistent throughout the developer. The Master DP will require that seating be located at frequent intervals throughout the site to provide areas of respite for pedestrians.

Subject Property Map:



5.0 Current Development Policies

5.1 Kelowna Zoning Bylaw

CD22 - Central Green Comprehensive Development Design Guidelines

Urban Design

1.2.1 The design of the neighbourhood should focus on creating a pedestrian-oriented neighbourhood with a strong sense of place that fosters social interaction and a cohesive community. Building and open space design should convey human scale, address physical comfort and safety, and complement the surrounding community and existing building stock.

Public and Private Open Space

2.9 a) The design of open space should:

- promote social interaction;
- be oriented to take advantage of sunlight;
- provide shade and protection from wind and other climatic elements.

2.9 b) The public pathways, plazas and private courtyards provide the framework for the landscaped areas. These areas should be a combination of soft and hard landscaping. Plant material should be predominantly indigenous and adaptive species and should provide seasonal interest. Trees should be large enough at maturity to help create a park-like setting, especially along roadside boulevards;

6.0 Application Chronology

Date of Application Received: November 18, 2015

Report prepared by:

Ryan Roycroft, Planner

Reviewed by:

☐

Terry Barton, Urban Planning Manager

Approved for Inclusion:

☐

Ryan Smith, Community Planning Department Manager

Attachments:

Central Green Landscapes Design Concepts - Materials, Furnishings and Finishes

DEVELOPMENT PERMIT



APPROVED ISSUANCE OF DEVELOPMENT PERMIT PERMIT NO. DP15-0287

Issued To: 1017476 BC LTD
1017482 BC LTD
1017489 BC LTD
1017496 BC LTD

Site Address: 653 Harvey Ave, 1770 Richter St., 1800 Richter St., 1755 Chapman Pl.

Legal Description: Lot 1, Plan 92715, Lot 4, Plan 92715, Lot A, Plan EPP18764, Lot 3, Plan 92715

Zoning Classification: CD22 - Central Green Comprehensive Development

Development Permit Area: Central Green Comprehensive Development Permit

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. DP15-0287 for Lot 1, Plan 92715, Lot 4, Plan 92715, Lot A, Plan EPP18764, Lot 3, Plan 92715, located at 653 Harvey Ave, 1770 Richter St., 1800 Richter St., 1755 Chapman Pl., Kelowna, BC to regulate the general form and character of the public realm landscaping and design of the Central Green Comprehensive Development be approved subject to the following:

- a) Landscaping and generalized site design to be provided on the land be in accordance with Schedule "A";

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

2. PERFORMANCE SECURITY

None required.

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.

I HEREBY UNDERSTAND AND AGREE TO ALL THE TERMS AND CONDITIONS SPECIFIED IN THIS PERMIT.

Signature of Owner / Authorized Agent

Date

Print Name in Bold Letters

Telephone No.

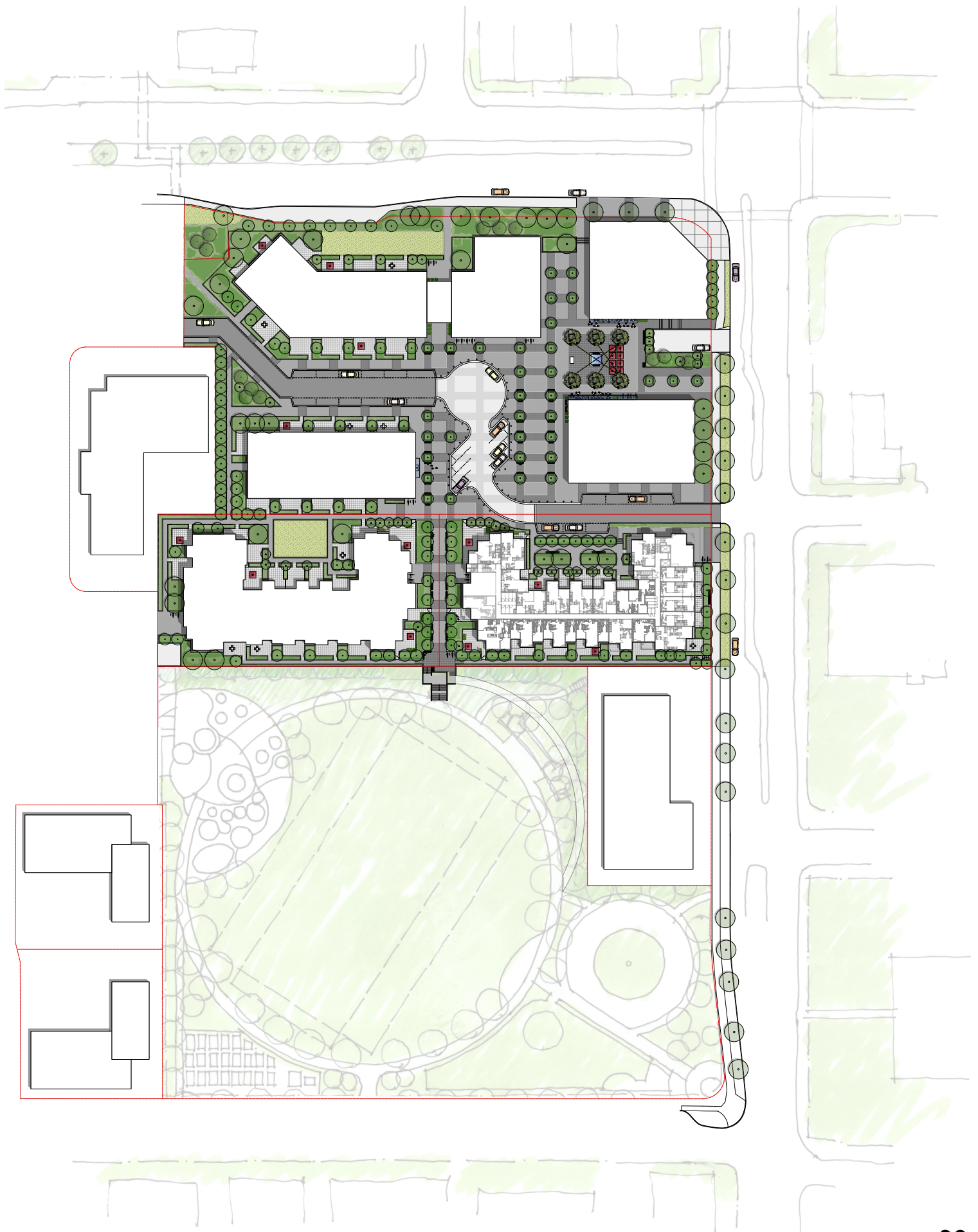
5. APPROVALS

Issued and approved by Council on the _____ day of _____, 2015.

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

Date

**The PERMIT HOLDER is the CURRENT LAND OWNER.
Security shall be returned to the PERMIT HOLDER.**



REPORT TO COUNCIL



Date: December 14, 2015

RIM No. 0940-00

To: City Manager

From: Community Planning Department (RR)

Application: DP15-0172

Owner: 1017489 BC Ltd

Address: 1770 Richter Street

Applicant: Mission Group Homes

Subject: Development Permit

Existing OCP Designation: MRM - Medium Density Multiple Unit

Existing Zone: CD22 - Central Green Comprehensive Development Zone

1.0 Recommendation

THAT Council authorizes the issuance of Development Permit No. DP15-0172 for Lot 4, Plan 92715 located at 1770 Richter Street, Kelowna, BC subject to the following:

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

AND THAT 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 December 14, 2015;

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.

The building is laid out so the main building face faces onto Rowcliffe Park, and a small courtyard opens onto the Central Green access road. The park interface will be determined by the Master Site Development Permit. The small courtyard will open onto three visitors parking stalls, intended for short term parking.

4.4 Building Design

The building will be clad in a combination of Hardi Plank siding and red brick. The red brick is intended to provide a visual tie in to the Central School across Richter and act as a common thematic element. The red brick is an historic reference to the former school on site and brick buildings across the road. The Hardi Plank will be white, brown and grey, providing a mix of colours and textures to break up the long building facade along Rowcliffe Park.

The building will feature a prominent lobby along Richter Street. Activation along the Richter Street frontage is an important part of the philosophy behind Central Green, and the prominent lobby is in keeping with that goal.



Because the building will be constructed over an underground parkade, significant retaining structures will be required. To avoid the appearance of a large retaining wall along Richter, the applicant will install a tiered retaining system broken along the length with trees planted in piers. Portions of the retaining structure will along be faced with red brick, in keeping with the general theme.

4.5 Landscaping

Because the site will be developed over an underground parking structure, building landscaping will be limited to shrubbery, plantings and low trees.

Trees and landscape plantings will be installed along the retaining wall along Richter. The trees are intended to develop wide canopies and will be offset from the current trees along Richter.



Along the south edge of the building, units will open onto Rowcliffe Park, but will be afforded some privacy with shrubs and ornamental plantings. There will be short aluminium fencing to separate patios from the walkway.

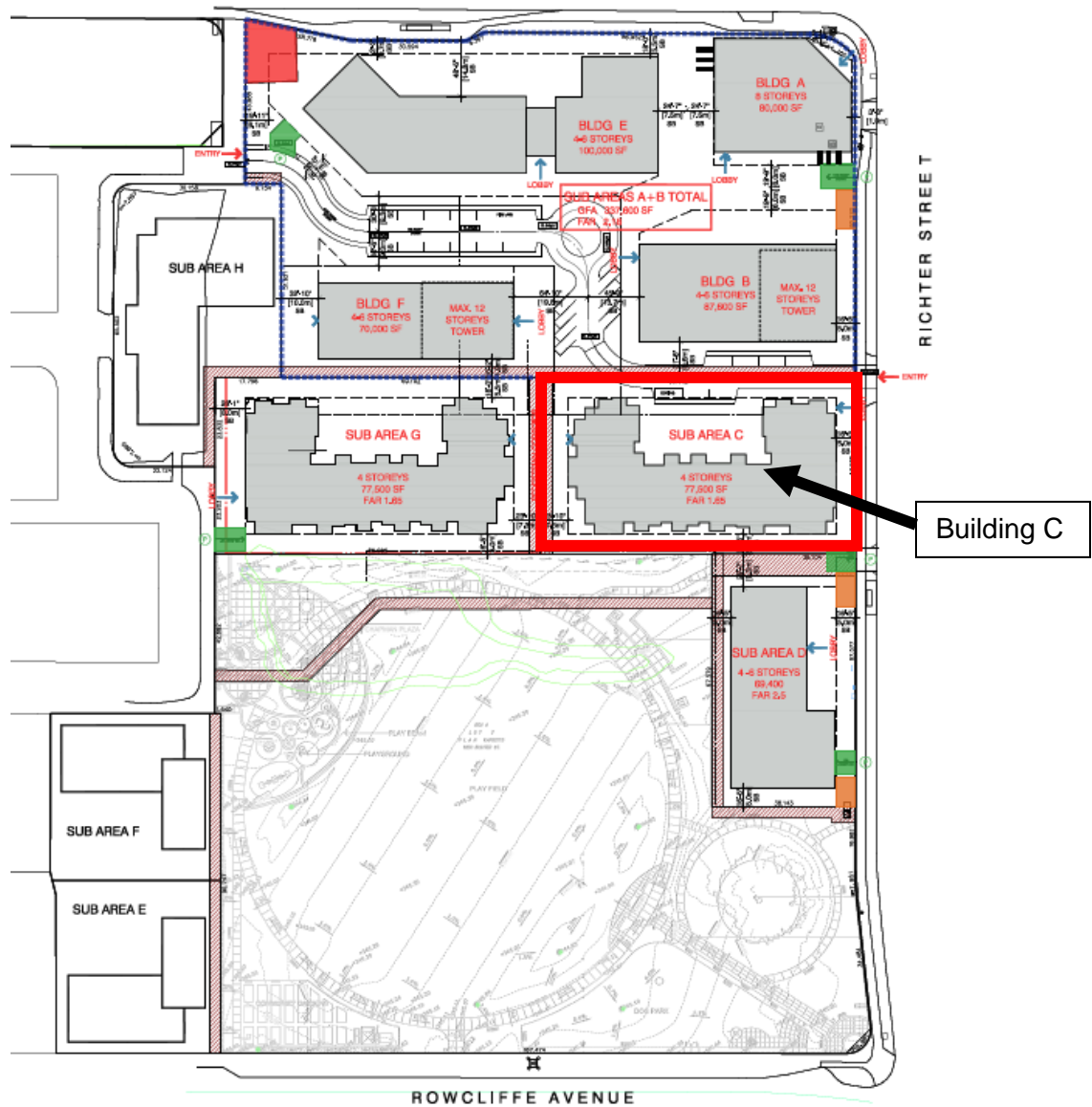
To the north of the building, a small courtyard will be built along the access street. The courtyard will be sheltered by larger shade trees and include benches as areas of respite for pedestrians.

Similarly, benches will be installed along the west side of the development along the north/south access through the site. On this side, unit patios will be differentiated from public pathway by a series of planters and shade trees.



4.6 Site Context

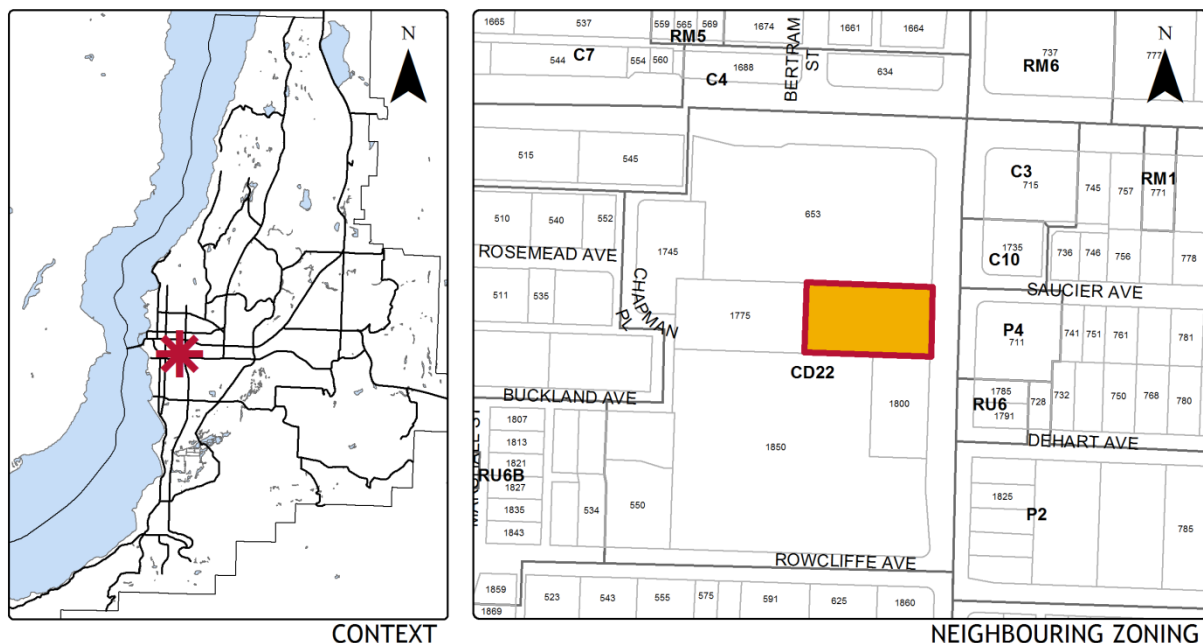
The building will be the first building of the market phase of Central Green. Building G will be constructed directly to the west, and will mirror the proposed building. Building D to the south will be of a similar style. Buildings A, B, E and F will be constructed to the north of the site.



Adjacent land uses are as follows:

Orientation	Zoning	Land Use
North	CD22 - Central Green Comprehensive	Vacant / City Building
East	P4 Utilities	Substation
South	CD22 - Central Green Comprehensive	Vacant / Rowcliffe Park
West	CD22 - Central Green Comprehensive	Vacant

Subject Property Map:



4.7 Zoning Analysis Table

Zoning Analysis Table		
CRITERIA	CD22 ZONE REQUIREMENTS	PROPOSAL
Development Regulations		
Maximum Floor Area Ratio	1.84	2.0
Maximum Site Coverage	50%	46%
Maximum Height	4 storeys	4 storeys
Minimum Front Yard (Richter)	3.0 m	5.0 m
Minimum Side Yard (south)	3.0 m	5.2 m
Minimum Side Yard (north)	3.0 m	5.5 m
Minimum Rear Yard (west)	7.0 m	7.3 m
Other Regulations		
Minimum Parking Requirements	102	103
Minimum Bicycle Parking	51	52
Minimum Private Open Space	m ²	m ²

5.0 Current Development Policies

5.1 Kelowna Official Community Plan (OCP)

Development Process

Compact Urban Form.¹ Develop a compact urban form that maximizes the use of existing infrastructure and contributes to energy efficient settlement patterns. This will be done by increasing densities (approximately 75 - 100 people and/or jobs located within a 400 metre walking distance of transit stops is required to support the level of transit service) through

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

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.

6.0 Technical Comments

6.1 Building & Permitting Department

- 1 Development Cost Charges (DCC's) are required to be paid prior to issuance of any Building Permit(s)
- 2 Placement permits are required for any sales or construction trailers that will be on site. The location(s) of these are to be shown at time of development permit application.
- 3 A Hoarding permit may be 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
- 4 A Building Code analysis is required for the structure at time of building permit applications, but the following items may affect the form and character of the building(s):
 - a. Any security system that limits access to exiting needs to be addressed in the code analysis by the architect. This includes separations of the parkade into restricted areas if any.
 - b. Access to the roof is required per NFPA and guard rails may be required and should be reflected in the plans if required.
 - c. Mechanical Ventilation inlet and exhausts vents are not clearly defined in these drawings for the enclosed parking storey. The location and noise from these units should be addressed at time of Development Permit
- 5 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. This minimum Geodetic elevation is required for all habitable spaces including parking garages. This building may be designed to low, which may affect the form and character of the building.
- 6) Fire resistance ratings are required for storage, janitor 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.

6.2 Development Engineering Department

See attached report dated September 21, 2015.

6.3 Fire Department

- 1 Construction fire safety plan is required to be submitted and reviewed prior to construction and updated as required. Template available online at Kelowna.ca
- 2 Engineered Fire Flow calculations are required to determine Fire Hydrant requirements as per the City of Kelowna Subdivision Bylaw #7900. Should a hydrant

be required on this property it shall be deemed private and shall be operational prior to the start of construction.

- 3 A visible address must be posted as per City of Kelowna By-Laws
- 4 Sprinkler drawings are to be submitted to the Fire Dept. for review when available
- 5 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
- 6 Fire Department access is to be met as per BCBC 3.2.5. -
- 7 Approved Fire Department steel lock box or key tube acceptable to the fire dept. is required by the fire dept. entrance.
- 8 All requirements of the City of Kelowna Fire and Life Safety Bylaw 10760 shall be met.
- 9 Fire alarm system is to be monitored by an agency meeting the CAN/ULC S561 Standard.
- 10 Contact Fire Prevention Branch for fire extinguisher requirements and placement.
- 11 Fire department connection is to be within 45M of a fire hydrant

7.0 Application Chronology

Date of Application Received: July 29, 2015

Report prepared by:

Ryan Roycroft, Planner

Reviewed by:

☐

Terry Barton, Urban Planning Manager

Approved for Inclusion:

☐

Ryan Smith, Community Planning Department Manager

Attachments:

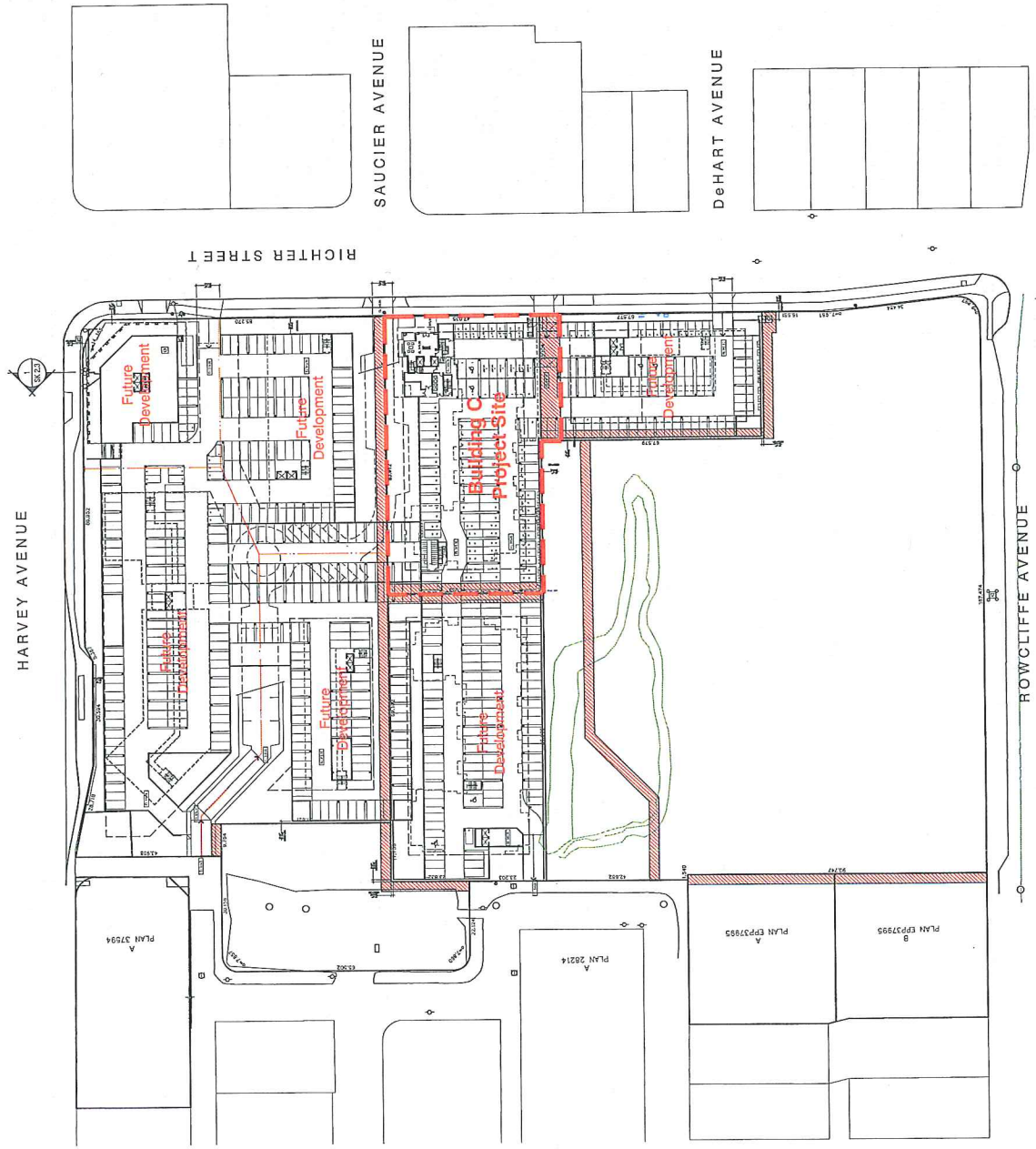
Site Plan
Conceptual Elevations
Landscape Plan
Summary of Technical Comments

SCHEDULE A
 This forms part of development
 Permit # **DP-0172**

RAYMOND LEREMAN

Professional Engineer
 220-275 Huron St., Vancouver, B.C. V6Z 1P7
 Tel: 604-681-5557 Fax: 604-681-5561
 Design of all structures, development within the
 scope of the Professional Engineer's Act, and the
 preparation of all plans, specifications and reports
 required for the construction of any structure.

References
 Oct 1, 2015 - Re-based for DP Submission
 July 8, 2015 - Issued for DP Submission



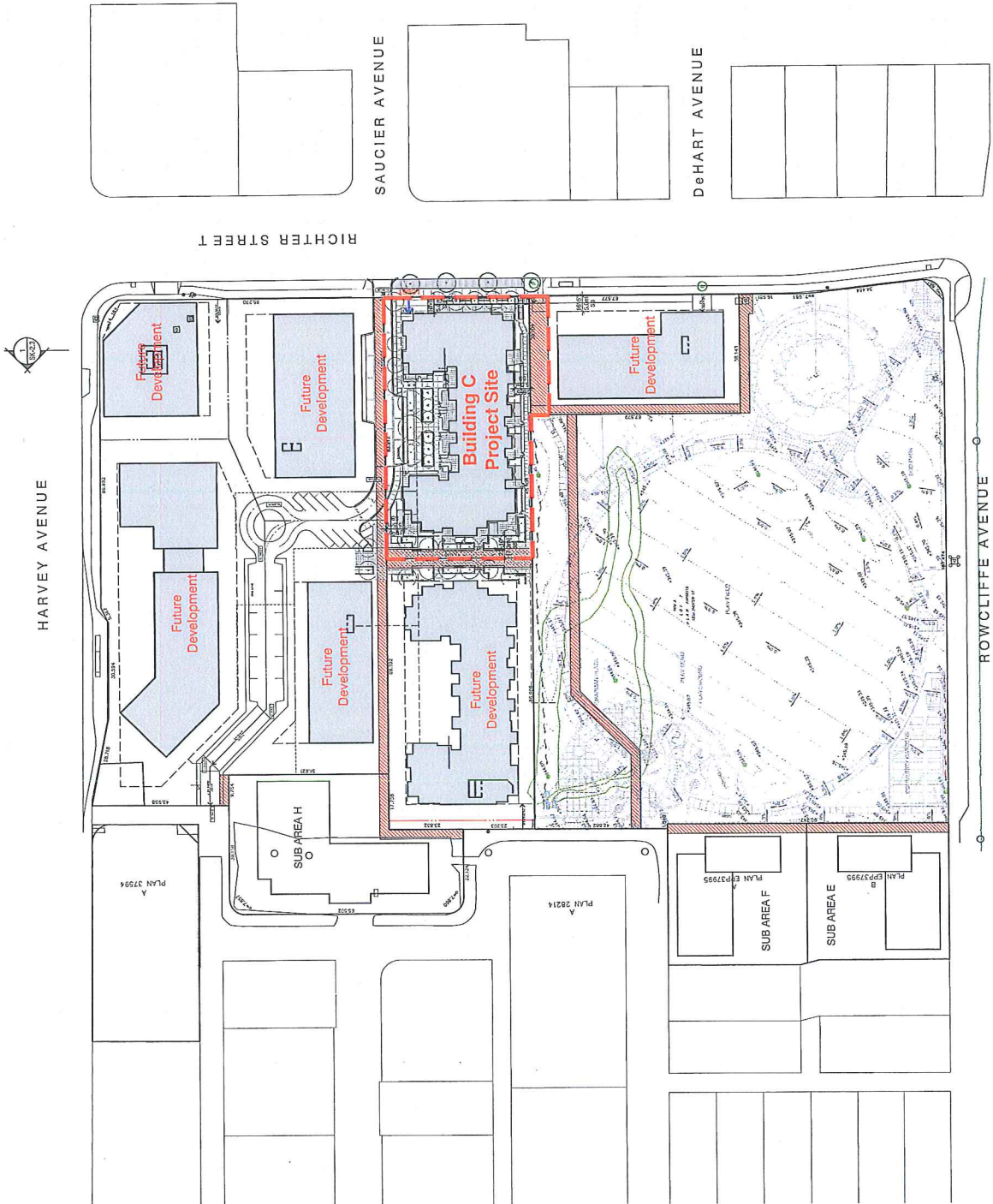
Central Green
 Kelowna, BC
 By
 Mission Group
Building C
Overall Parking Plan
 October 1, 2015
 1"=50'

SCHEDULE A
 This forms part of development
 Permit # **DP-0177-15**

RAYMOND LERKEMAN
 ARCHITECT INC.
 100-1015-15357 Fax: 604-467-1821

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Revised:
 Oct 1, 2015 - Re-issued for DP Submission
 July 8, 2015 - Issued for DP Submission



Central Green
 Kelowna, BC
 By Mission Group
Building C

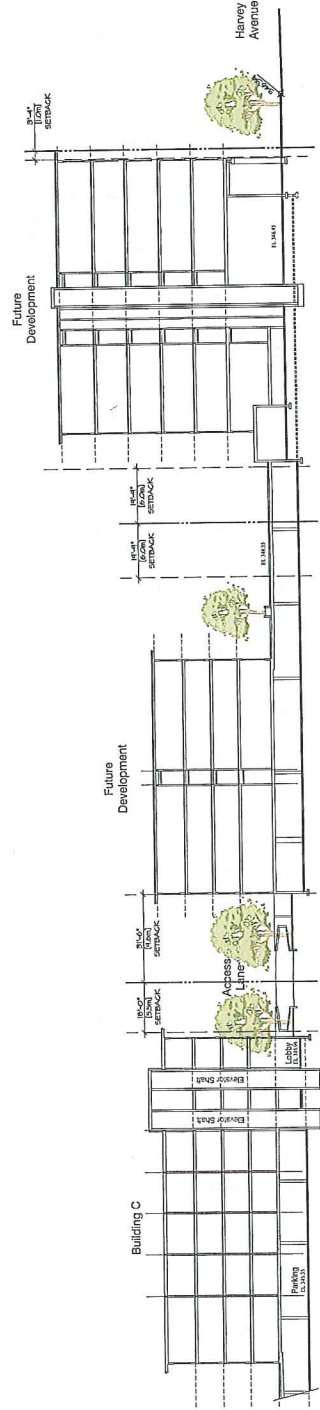
Overall Site Plan
 October 1, 2015
 1"=50'

SCHEDULE **DP**
 This forms part of development
 Permit # **DP15-0177**
RAYMOND LEREMAN
 ARCHITECT INC.
 100-10101 101st Avenue, Suite 101
 Richmond, BC V6V 1K7
 Tel: 604.273.3337 Fax: 604.273.3337

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Revisions

Oct 1, 2015 - Re-issued for DP Submission
 July 8, 2015 - Issued for DP Submission



Central Green
 Kelowna, BC

By
 Mission Group
Building C

Site Section
 October 1, 2015
 3/22

SCHEDULE B
This forms part of development
Permit # **DP15-0172**



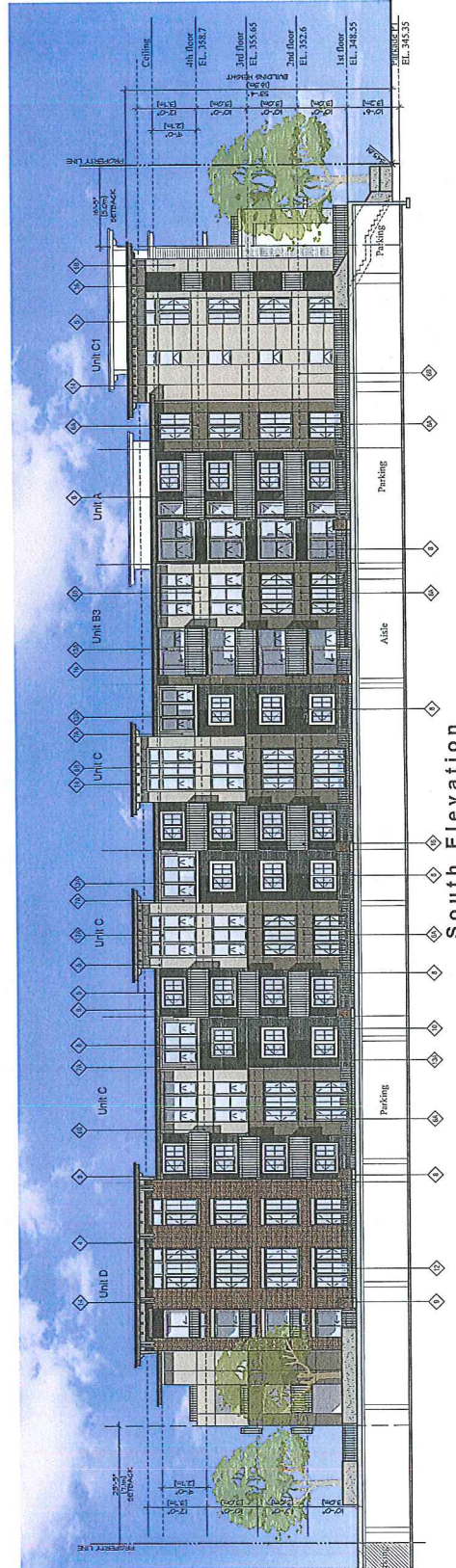
RAYMOND LETKEMAN
Architect
100-10000 100th Ave. S.E.
100-10000 100th Ave. S.E.
100-10000 100th Ave. S.E.

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be reproduced without written permission of the architect.

Oct 1, 2015 - Re-issued for DP Submission
July 8, 2015 - Issued for DP Submission



East / Richter Street Elevation



South Elevation

Exterior Finish Legend

- 1 Paved Road Metal standing seam roof
- 2 Flat Roof 2 ply SBS membrane w/ cap sheet, High Abad, Weathered White
- 3 Canopy Metal and Frosted Glass, Benjamin Moore Iron Mountain 2134-30
- 4 Fascias Benjamin Moore Iron Mountain 2134-30
- 5 Hard/Soffit paint varied smooth, painted Benjamin Moore Tint White, OC-39
- 6 Hard/Panel Smooth Benjamin Moore Tint White, OC-39
- 7 Hard/Panel Smooth Benjamin Moore Tint White, OC-39
- 8 Hard/Panel Smooth Benjamin Moore Tint White, OC-39
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- 100 Hard/Panel Smooth Benjamin Moore Tint White, OC-39

Central Green
Kelowna, BC

By
Mission Group

Building C

Elevations

October 1, 2015
3/22"

Fascia, & Window Trims
Benjamin Moore, Iron Mountain 2134-30

Trims, Window Trims, Arbours & Struts
Benjamin Moore, Timid White OC-39



HardiePanel c/w Aluminum Reveals
Timber Bark JH 30-40



**HardiePanel c/w Aluminum Reveals
Cobblestone JH 90-30**



HardiePanel
Benjamin Moore, Timid White OC-39



HardiePanel and HardieSiding
Iron Gray JH 90-30



Brick, 1/3 Running Bond
Sioux City, Sonoma City



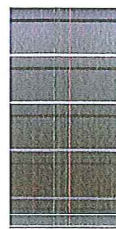
Metal Gaurdrails
Railcraft, Black Velvet 68-80012



Flat Roof, High Albedo
Pabco - White Weathered



**Metal Flashing, Gutters
Gentek Iron Ore**



Standing Seam Metal Roof
Weathered Zinc



Metal Works
Benjamin Moore, Iron Mountain 2134-30



Low Slope Roof, SBS
High Albedo

Aluminum Gutter & RWL
Gentek Iron Ore

Hardie Soffit,
BM OC-39, Timid White

Wood Struts & Arbours, painted
BM OC-39, Timid White

Wood Trims, painted,
BM OC-39, Timid White

Brick Cladding,
Sioux City Brick, Sonoma Valley

**Metal Balcony Guardrail,
Railcraft, Black Velvet 68.80012**

**Precast Lintels & Copings,
Architectural Sandblasted Finish**

Windows in Vinyl Frames,
In Hardie - White
In Brick - Black

HardiePanel c/w Metal Reveal,
Hardie Cobblestone JH-40-10

HardiePanel c/w Metal Reveal,
Hardie Cobblestone JH-40-10

Metal Cap Flashing
Gentek Iron Ore

HardiePanel c/w Metal Reveal,
Hardie Timber Bark JH 40-30

HardieSiding 6" Exposure
Hardie Iron Gray JH 90-30

Architectural Concrete
Sandblasted Finish

**Metal & Frosted Glass Canopy
BM 2134-30 Iron Mountain**

Storefront Windows
Aluminum Frame, Black

SCHEDULE **B**
 This forms part of development
 Permit # **DP15-0172**

RAYMOND LEIKEMAN
 ARCHITECTS INC.
 100-1001 Avenue 15, Vancouver, B.C. V6P 6E7
 Tel: 604-681-1111 Fax: 604-681-1112

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Revisions

Oct 1, 2015 - Released for DP Submission
 July 8, 2015 - Issued for DP Submission



**EAST ELEVATION FROM
 NORTH EAST**

**Central
 Green**
 Kelowna, BC
 By Mission Group
Building C

3D Renderings
 October 1, 2015
 1/4" = 1'-0"

SCHEDULE B
 This forms part of development
 Permit # **DP15-0172**

RAYMOND LEIKEMAN
 architecture inc.
 1000 West Broadway, Suite 100
 Vancouver, BC V6H 1G5
 Tel: 604.681.1555 Fax: 604.681.1557
 www.leikeman.ca

Project
 Oct 1, 2015 - Refused for DP Submission
 July 8, 2015 - Issued for DP Submission



**EAST ELEVATION FROM
 SOUTH EAST**

**Central
 Green**
 Kelowna, BC
 By
 Mission Group
Building C

3D Renderings
 October 1, 2015
 10' x 11' 6"

SCHEDULE B
 This forms part of development
 Permit # DP15-0172

RAYMOND LEIKEMAN
 ARCHITECT INC.
 250-255 Avenue 25, Vancouver, B.C. V6P 4A9
 TEL: 604-681-1231 FAX: 604-681-1232

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Revised
 Oct 1, 2015 - Reissued for DP Submission
 July 8, 2015 - Issued for DP Submission



**SOUTH ELEVATION FROM
 SOUTH EAST**

**Central
 Green**
 Kelowna, BC
 By
 Mission Group
Building C

3D Renderings
 October 1, 2015
 1/4" = 1'-0"

SCHEDULE B
 This forms part of development
 Permit # **DP15-0172**

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Revisions
 Oct 1, 2015 - Released for DP Submission
 July 8, 2015 - Issued for DP Submission



Central Green
 Kelowna, BC
 By Mission Group
Building C

3D Renderings
 October 1, 2015
 1/8" = 1'-0"

**SOUTH ELEVATION FROM
 SOUTH WEST**

SCHEDULE 13
 This forms part of development
 Permit # **DP15-0172**

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 100-10150 150th Street, Surrey, BC V3V 1K7
 Tel: 604.591.1555 Fax: 604.591.1557
 www.leikemanarchitect.com
 Designated Architect for the purpose of the Development Permit Act (DPA) and the Building Act (BA) under the authority of the City of Surrey.

Presented by:
 Oct 1, 2015 - Reviewed for DP Submission
 July 8, 2015 - Issued for DP Submission



**WEST ELEVATION FROM
 SOUTH WEST**

**Central
 Green**
 Kelowna, BC
 By Mission Group
Building C

3D Renderings
 October 1, 2015
 SK-7.4



Oct 1, 2015 - Re-Issued for DP Submission
July 8, 2015 - Issued for DP Submission



Building C

October 1, 2015
1/4" = 1'-0"

SCHEDULE B
 This forms part of development
 Permit # **DP15-0172**

RAYMOND LETKEMAN
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 100-10100 166th Avenue, Suite 100
 Surrey, BC V4N 1C6
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 www.letkemanarchitect.com

Revised
 Oct 1, 2015 - Re-issued for DP Submission
 July 8, 2015 - Issued for DP Submission



**NORTH ELEVATION FROM
 NORTH WEST**

**Central
 Green**
 Kelowna, BC
 By
 Mission Group
Building C

3D Renderings
 October 1, 2015
 1/8" = 1'-0"

SCHEDULE **B**
 This forms part of development
 Permit # **DPIS-0172**

RAYMOND LETKEMAN
 ARCHITECTS INC.
 100-10150 150th Ave. Suite 100
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 Website: www.letkemanarchitects.com

Revised
 Oct 1, 2015 - Re-revised for DP Submission
 July 8, 2015 - Issued for DP Submission



**NORTH ELEVATION FROM
 NORTH EAST**

**Central
 Green**
 Kelowna, BC
 By
 Mission Group
Building C

3D Renderings
 October 1, 2015
 1/4" = 1'-0"

DEVELOPMENT PERMIT



APPROVED ISSUANCE OF DEVELOPMENT PERMIT NO. DP15-0172

Issued To: 1017489 BC Ltd
Site Address: 1770 Richter Street
Legal Description: Lot 4, Plan 92715
Zoning Classification: CD22 - Central Green Comprehensive Development
Development Permit Area: Central Green Comprehensive Development Permit

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. DP15-0172 for Lot 4, Plan 92715, located at 1770 Richter St, Kelowna, BC to allow the construction of an 83 unit residential building 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;

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

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.

I HEREBY UNDERSTAND AND AGREE TO ALL THE TERMS AND CONDITIONS SPECIFIED IN THIS PERMIT.

Signature of Owner / Authorized Agent

Date

Print Name in Bold Letters

Telephone No.

5. APPROVALS

Issued and approved by Council on the _____ day of _____, 2015.

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

Date

**The PERMIT HOLDER is the CURRENT LAND OWNER.
Security shall be returned to the PERMIT HOLDER.**

REPORT TO COUNCIL



Date: December 14, 2015

RIM No. 0940-00

To: City Manager

From: Community Planning Department (RR)

Application: DP15-0240

Owner: RJS Holdings Inc.,
Inc. No. BC0684324

Address: 2741 Highway 97 N

Applicant: Ronald Hoffart

Subject: Form and Character Development Permit

Existing OCP Designation: SC - Service Commercial

Existing Zone: C10 - Service Commercial

1.0 Recommendation

THAT Council authorizes the issuance of Development Permit No. DP15-0240 for Lot A, District Lot 124, ODYD, Plan 38380, located at 2741 Highway 97 N, Kelowna, BC subject to the following:

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

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

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

2.0 Purpose

To consider the Form and Character of a 4,400 m² (47,450 sq. ft.) automotive dealership off of Highway 97 N.

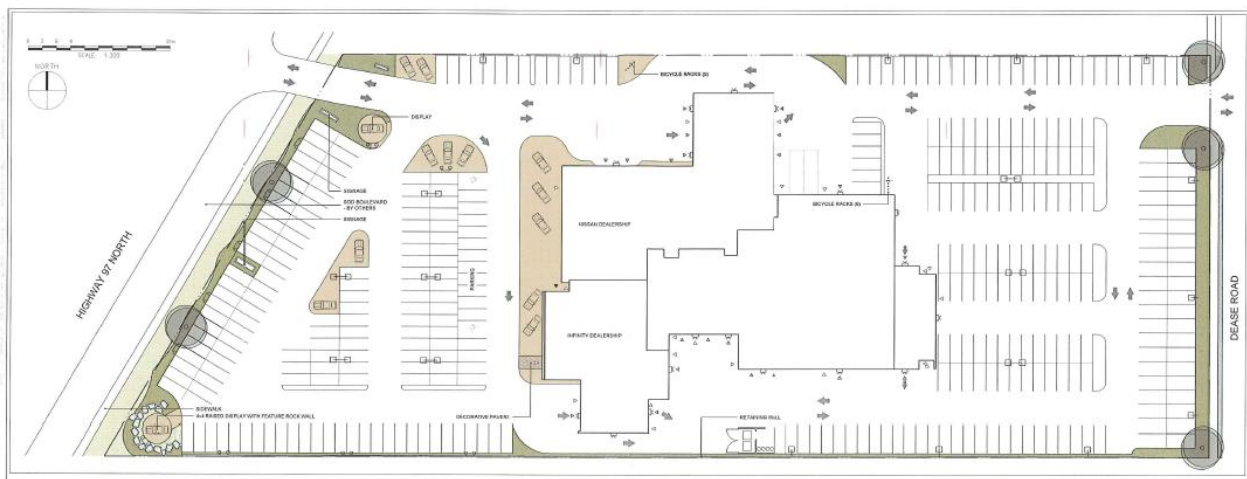
3.0 Community Planning

Community Planning staff recommend that the development permit be authorized by Council. The proposed development is consistent with the urban design guidelines of the Official Community Plan (OCP) for the site. The building and supporting landscaping emphasize the site's Highway 97 N frontage, which contributes to the development of an improved highway corridor.

4.0 Proposal

4.1 Background

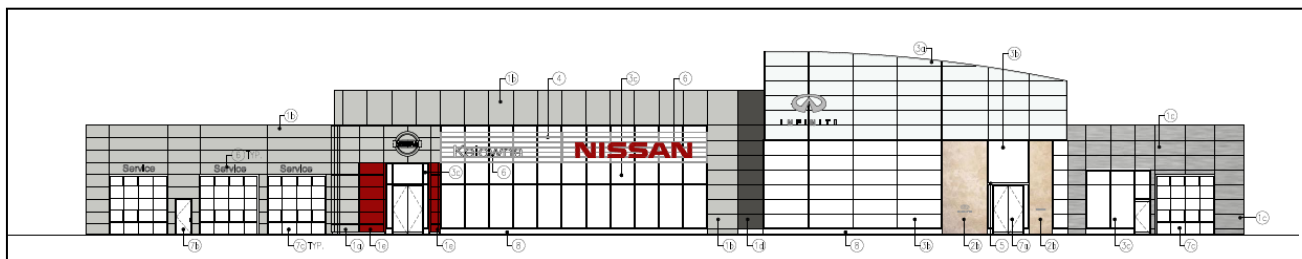
The lot being developed is the former site of Orchard Ford. The structure has been demolished and the developer intends to replace it with a new automotive dealership and service center. The applicant intends to re-use as much of the existing asphalt and layout as possible.



4.2 Project Description

The developer has proposed a two storey 4,400 m² automotive dealership which will be surrounded by inventory vehicle parking. The use and form is very similar to the previous building on the property. The initial brands operating in the dealership will be Nissan and Infiniti.

The building design is in keeping with the Nissan brand colours and style. The building will be finished largely in grey concrete and silver metal, with stone veneer around the entrance. In order to display as much vehicle inventory as possible, the building will also feature extensive windows at the front and north elevations.



4.3 Site Context

The site is located off of Highway 97 N which is the northern part of the city. There are several automotive dealerships in the area, with a GM dealer adjacent to the south and a Subaru dealer directly north.

The large overhead powerlines running along the site frontage limit landscaping and development possibilities, and restrict the applicant's landscaping plan to low trees that won't grow to impact the lines.

The property is between Highway 97 and Dease Road.

Adjacent land uses are as follows:

Orientation	Zoning	Land Use
North	I2 - General Industrial	Automotive Dealer
East	I2 - General Industrial	Light Industrial / Business Park
South	C10 - Service Commercial	Automotive Dealer
West	I2 - General Industrial	Retail

Neighbouring Properties:

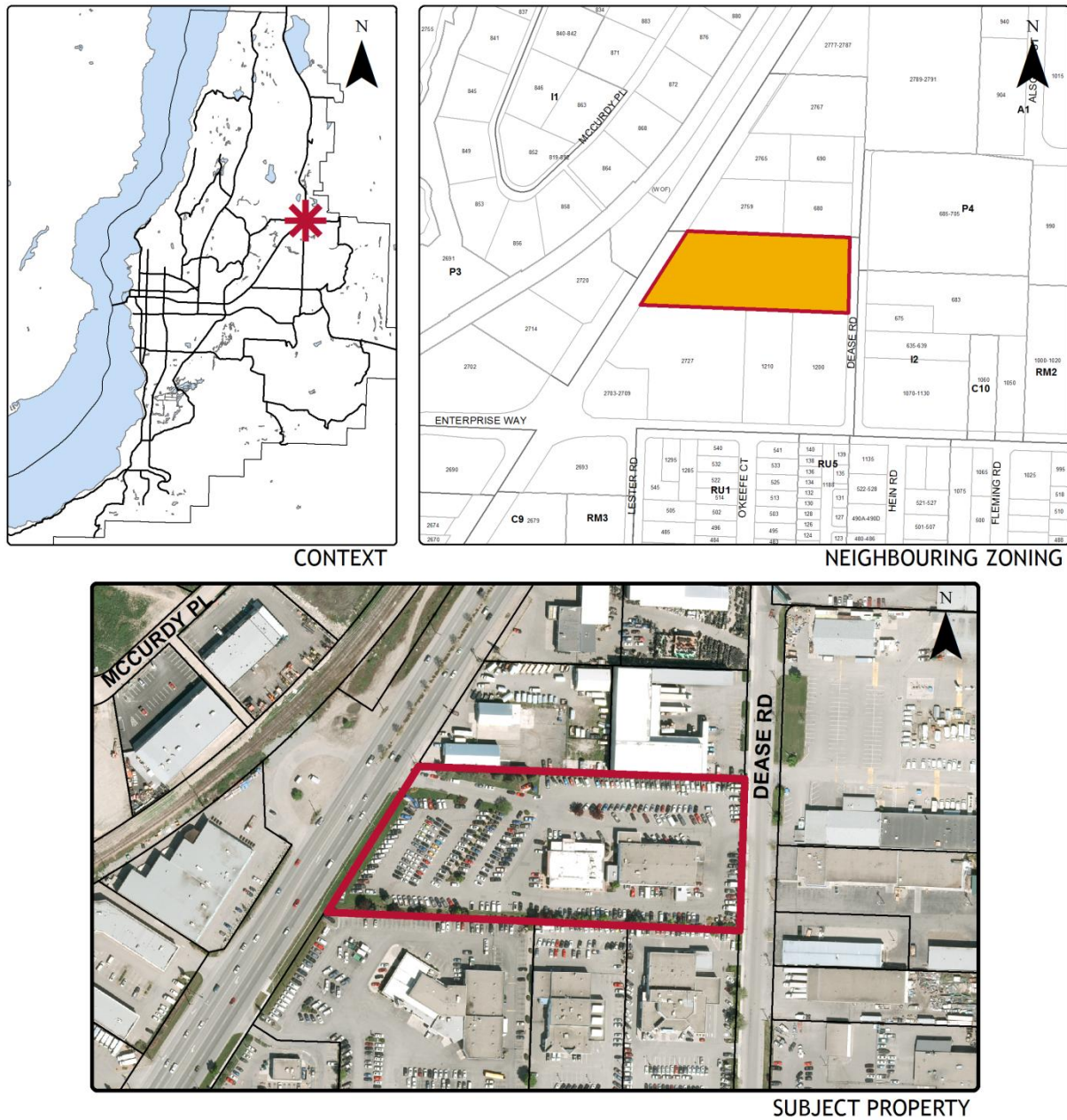


Figure 1 Subaru Dealer North of Site



Figure 2 GM Dealer South of Site

Subject Property Map:



4.4 Zoning Analysis Table

Zoning Analysis Table		
CRITERIA	ZONE REQUIREMENTS	PROPOSAL
Development Regulations		
Maximum Floor Area Ratio	0.65	0.25
Maximum Site Coverage	60%	20%
Maximum Height	12 m	11.3 m
Minimum Front Yard	2.0 m	43 m
Minimum Side Yard (south)	0.0 m	5.2 m

Minimum Side Yard (north)	0.0 m	8.1 m
Minimum Rear Yard	0.0 m	57.6 m
Other Regulations		
Minimum Parking Requirements	72 stalls	72 parking stalls + 289 inventory stalls
Minimum Bicycle Parking	11	11

5.0 Current Development Policies

5.1 Kelowna Official Community Plan (OCP)

Retention of Commercial Land.¹ In order to ensure that the City's commercial land supply is not eroded, where the OCP Bylaw 10500 indicated a commercial land use designation for the property, the expectation would be that there be no net loss of commercial space on the site as a result of the redevelopment to include other uses.

6.0 Technical Comments

6.1 Building & Permitting Department

- 1) Development Cost Charges (DCC's) are required to be paid prior to issuance of any Building Permit(s)
- 2) Placement permits are required for any sales or construction trailers that will be on site. The location(s) of these are to be shown at time of development permit application.
- 3) A Building Code analysis is required for the structure at time of building permit applications, but the following items may affect the form and character of the building(s):
 - a. Any security system that limits access to exiting needs to be addressed in the code analysis by the architect. An application for an alternative solution will be required if the security system is not prescriptive to code.
 - b. Access to the roof is required per NFPA and guard rails may be required and should be reflected in the plans if required.
- 4) Fire resistance ratings are required for storage, janitor 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) 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.
- 6) Full Plan check for Building Code related issues will be done at time of Building Permit applications.

6.2 Development Engineering Department

See attached memorandum dated October 20, 2015.

¹ City of Kelowna Official Community Plan. Chapter 5 (Development Process), Policy 5.24.2.

6.3 Fire Department

- 1) Construction fire safety plan is required to be submitted and reviewed prior to construction and updated as required. Template available online at Kelowna.ca
- 2) Engineered Fire Flow calculations are required to determine Fire Hydrant requirements as per the City of Kelowna Subdivision Bylaw #7900. Should a hydrant be required on this property it shall be deemed private and shall be operational prior to the start of construction.
- 3) A visible address must be posted as per City of Kelowna By-Laws
- 4) Sprinkler drawings are to be submitted to the Fire Dept. for review when available
- 5) 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
- 6) Fire Department access is to be met as per BCBC 3.2.5. -
- 7) Approved Fire Department steel lock box or key tube acceptable to the fire dept. is required by the fire dept. entrance.
- 8) All requirements of the City of Kelowna Fire and Life Safety Bylaw 10760 shall be met.
- 9) Fire alarm system is to be monitored by an agency meeting the CAN/ULC S561 Standard.
- 10) Contact Fire Prevention Branch for fire extinguisher requirements and placement.
- 11) Fire department connection is to be within 45M of a fire hydrant
 - a. *ensure FD connection is clearly marked and visible from the street
 - b. *dumpster/refuse container must be 3 meters from structures and overhangs

7.0 Application Chronology

Date of Application Received: October 2, 2015

Report prepared by:

Ryan Roycroft, Planner

Reviewed by:



Terry Barton, Urban Planning Manager

Approved for Inclusion:



Ryan Smith, Community Planning Department Manager

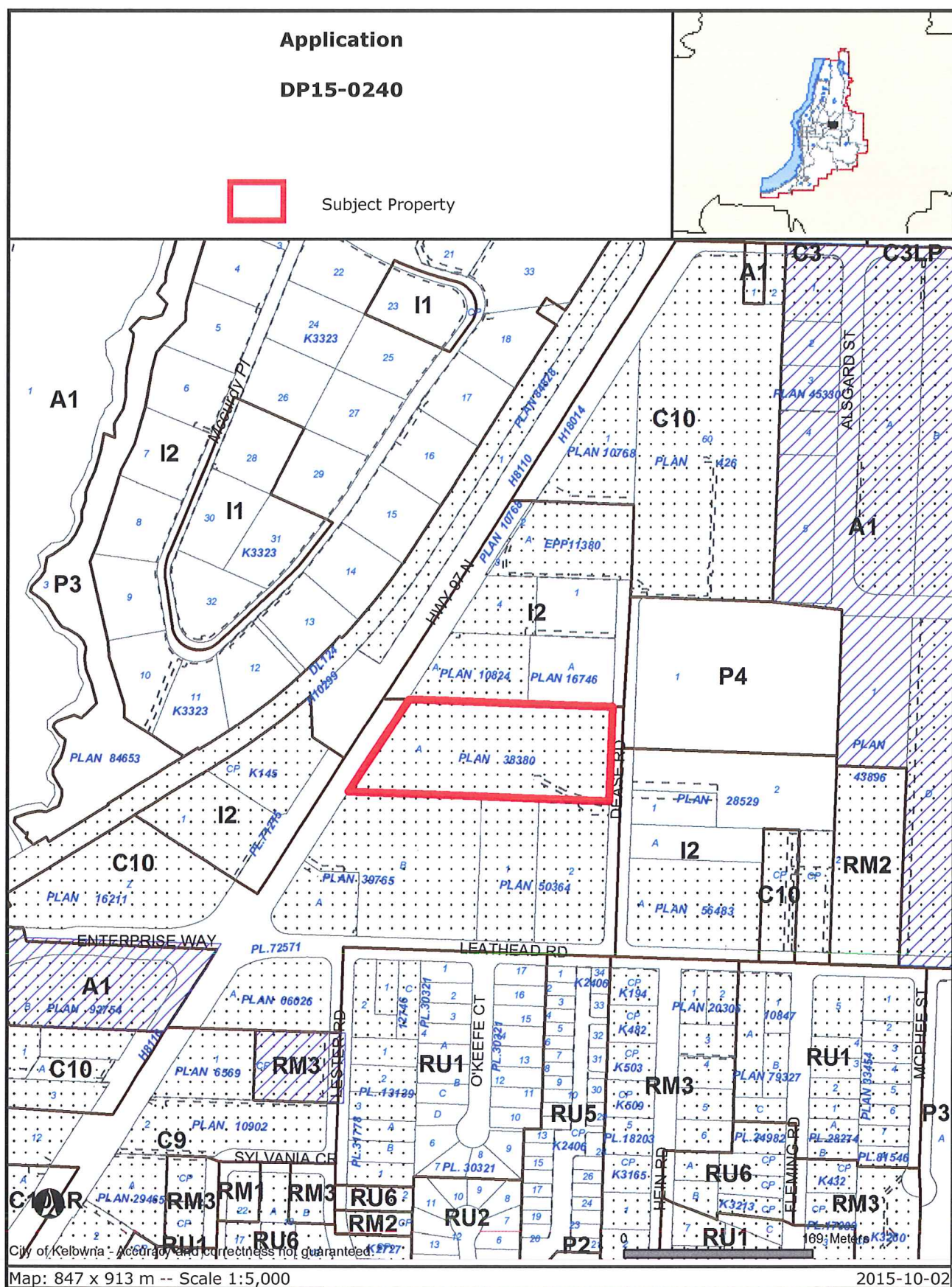
Attachments:

Site Plan

Conceptual Elevations

Landscape Plan

Summary of Technical Comments



Certain layers such as lots, zoning and dp areas are updated bi-weekly. This map is for general information only.
The City of Kelowna does not guarantee its accuracy. All information should be verified.

CITY OF KELOWNA

MEMORANDUM

Date: October 20, 2015
File No.: DP15-0240
To: Urban Planning (RR)
From: Development Engineering Manager
Subject: 2741 Hwy 97 N

The Development Engineering Department has the following comments and requirements associated with this application. The road and utility upgrading requirements outlined in this report will be a requirement of this development.

These are Development Engineering comments/requirements and are subject to the review and requirements from the Ministry of Transportation (MOTI) Infrastructure Branch.

The Development Engineering Technologist for this project is Jason Ough

1. Domestic Water and Fire Protection

- (a) The property is located within the Black Mountain Irrigation District (BMID) service area. The water system must be capable of supplying domestic and fire flow demands of the project in accordance with the Subdivision, Development & Servicing Bylaw
- (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.

2. Sanitary Sewer

The developer's consulting mechanical engineer will determine the development requirements of the proposed development and establish the service needs. The existing lot is serviced with a 150mm diameter sanitary service. Only one service per lot will be permitted for this development. If required, the applicant will arrange for the removal and disconnection of the existing service and the installation of one new service at the applicants cost.

3. Storm Drainage

- (a) The developer must engage a consulting civil engineer to provide a storm water management plan for the site, which meets the requirements of the Subdivision, Development and Servicing Bylaw No. 7900. The storm water management plan must also include provision of lot grading plan, minimum basement elevation

(MBE), if applicable, and provision of a storm drainage service for the development and / or recommendations for onsite drainage containment and disposal systems.

- (b) A 150mm diameter storm overflow service currently exists to this property. Only one service will be permitted for this development. If required, the applicant will arrange for the removal, disconnection and replacement of the existing service. All service removals and improvements are paid for by the applicant.

4. Road Improvements

- (a) The Ministry of Transportation Hwy 97 widening project design is near completion. The developer proposed Highway 97 frontage improvements are subject to the MOT design. Please contact Andrew Albiston for design details. All frontage improvements are paid for by the applicant.
- (b) The applicant is required to design and construct a continuous sidewalk along the full length of the west property line fronting Highway 97. All frontage improvements are paid for by the developer.
- (c) If the driveway access to Dease Rd is relocated as proposed, restoration of continuous barrier curb and sidewalk is required at the applicant's expense. The Bylaw maximum width for commercial properties having more than one access is 9 m.
- (d) The proposed Hwy 97 access is to be confirmed by MOTI.

5. 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.

7. 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 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.

8. Servicing Agreements for Works and Services

- (a) A Servicing Agreement is required for all offsite 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.

9. Other Engineering Comments

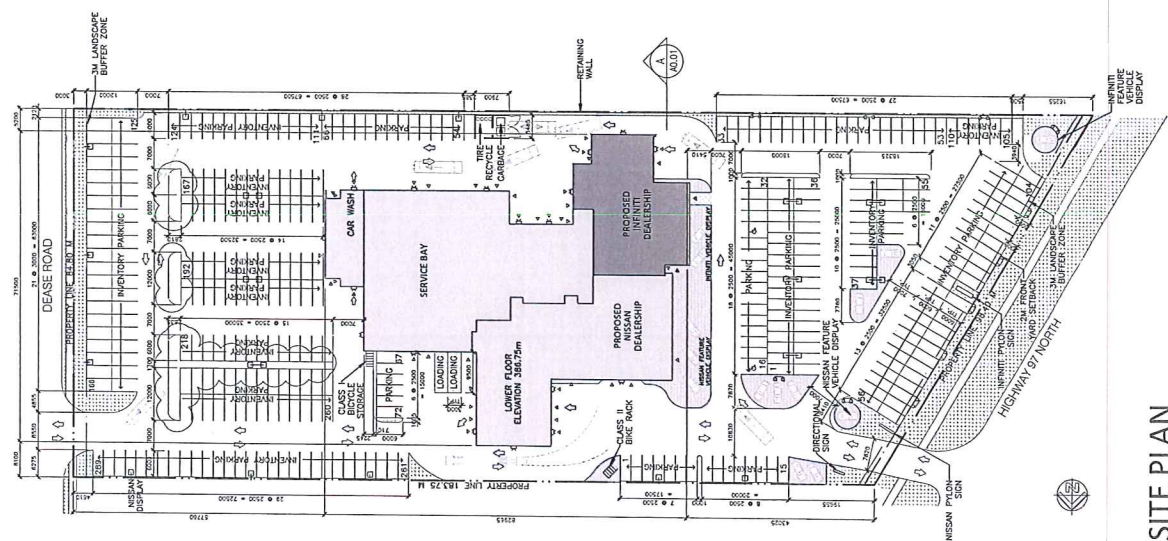
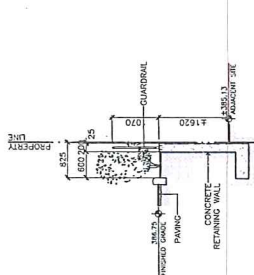
- (a) Provide all necessary Statutory Rights-of-Way for any utility corridors required, including those on proposed or existing City Lands.
- (b) If any road dedication affects lands encumbered by a Utility right-of-way (such as Terasen, etc.) please obtain the approval of the utility prior to application 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.

10. Development Permit and Site Related Issues

- (a) Access and Manoeuvrability
 - (i) An SU-9 standard size vehicle must be able to manoeuvre onto and off the site without requiring a reverse movement onto public roadways. If the development plan intends to accommodate larger vehicles movements should also be illustrated on the site plan.
 - (ii) Perimeter access must comply with the BC Building Code. Fire Truck access designs and proposed hydrant locations will be reviewed by the Fire Protection Officer.

Steve Muenz, P. Eng.
Development Engineering Manager

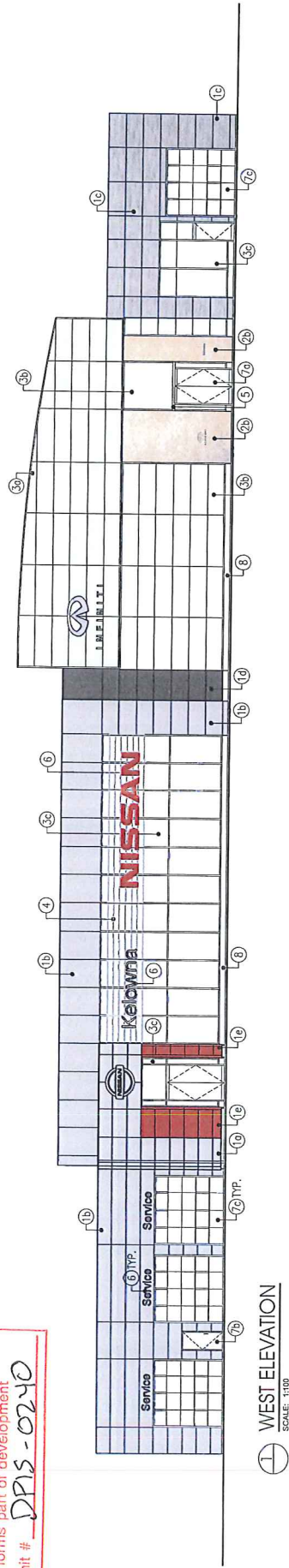
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SITE PLAN
1:500

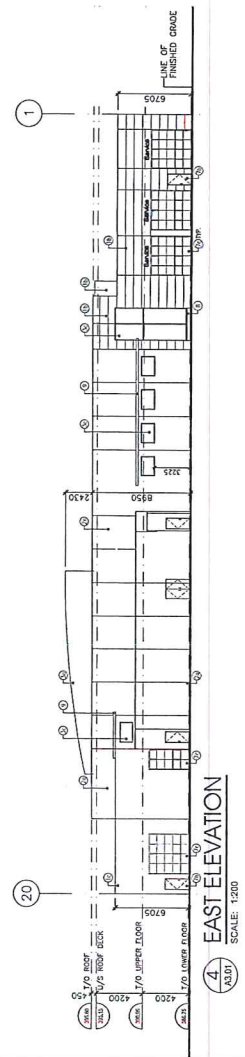
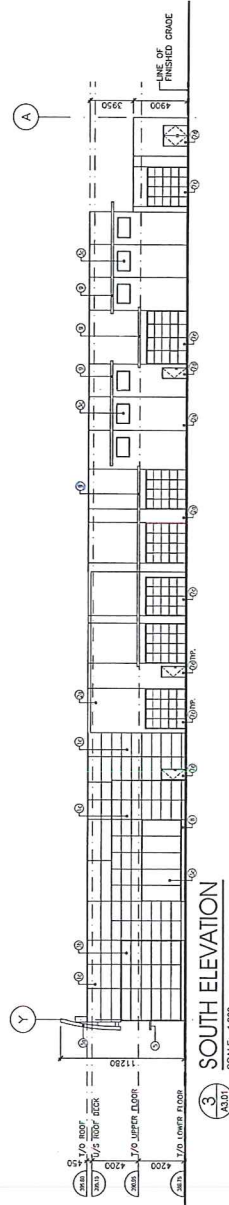
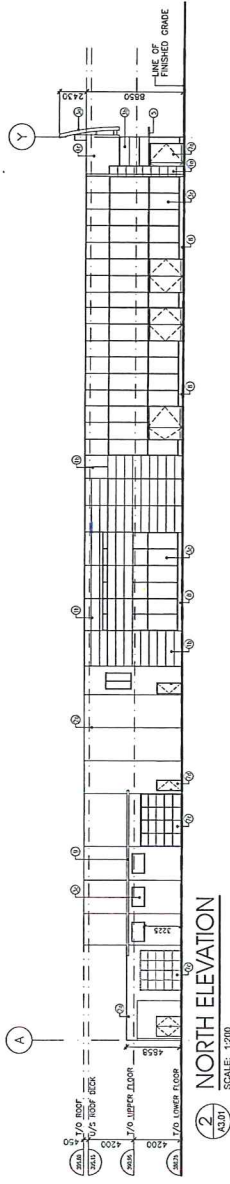
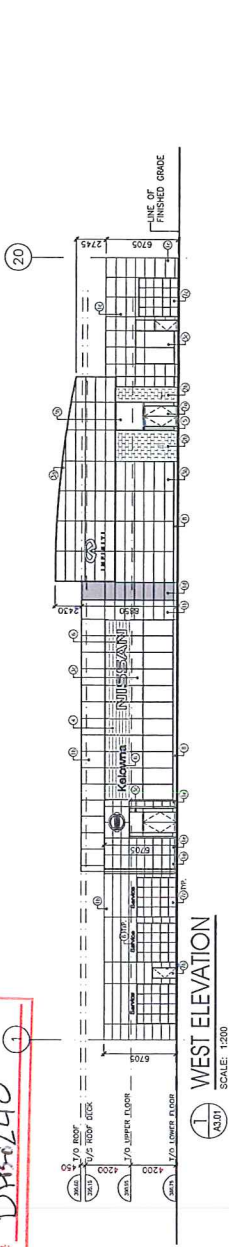
SECTION A
1:50

SCHEDULE B
 This forms part of development
 Permit # DP15-0240



10	ACM SILVER FINISH		11	ACM SILVER METALLIC		12	ACM BLACK		13	CURTAIN WALL - 4 SIDED STRUCTURE SILICONE GLAZING SYSTEM - OPAQUE WHITE GLAZING		14	STONE VENEER		15	ROOF	
16	ACM RED		17	PRE-FINISHED METALLIC LOUVERS		18	CURTAIN WALL - CLEAR ANODIZED FRAME & CLEAR GLAZING		19	CURTAIN WALL - 4 SIDED STRUCTURE SILICONE GLAZING SYSTEM - CLEAR GLAZING		20	ACM BRUSHED ALUMINUM FINISH				

SCHEDULE 13
This forms part of development
Permit # **DR-240**



- LEGEND**
- ① ACM SILVER FINISH
 - ② ACM SILVER METALLIC
 - ③ ACM BRUSHED ALUMINUM FINISH
 - ④ ACM BLACK
 - ⑤ ACM RED
 - ⑥ PRECAST CONCRETE PANEL PAINTED LIGHT GRAY
 - ⑦ STONE VENER
 - ⑧ CURTAIN WALL - 4 SEED STRUCTURE GLASS CURTAIN WALL SYSTEM - OPALQUE WHITE
 - ⑨ CURTAIN WALL - 4 SEED STRUCTURE SLOOTED CURTAIN WALL SYSTEM - CLEAR GLAZING
 - ⑩ CURTAIN WALL - CLEAR ANODIZED FRAME & CLEAR GLAZING
 - ⑪ PRE-FINISHED SILVER METALLIC LOUVERS
 - ⑫ GLASS CANOPY
 - ⑬ FRAMELESS GLASS ROOF
 - ⑭ GLASS DOOR IN ALUMINUM FRAME
 - ⑮ OVERHEAD DOOR
 - ⑯ MAN DOOR PAINTED
 - ⑰ CONCRETE WALL C/W INSULATION WITH CURTAIN FACING
 - ⑱ ANODIZED SUN CONTROL DEVICE - CLEAR ANODIZED

DP APPLICATION
Stamp: Sep 18, 2013

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Architecture Planning Interior design
300-10190 152A Street | Surrey, BC V4R 1J7
(604) 581 8128 / (604) 581 8148 www.thinkspace.ca

14470
Project Number

KELOWNA NISSAN INFINITI
Project

2013 WESTERN REGIONAL EXHIBIT
Display

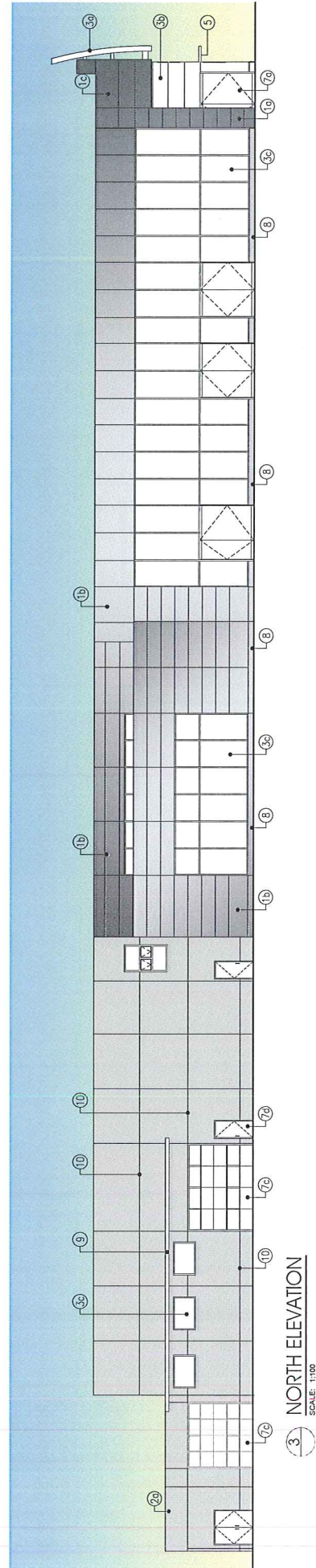
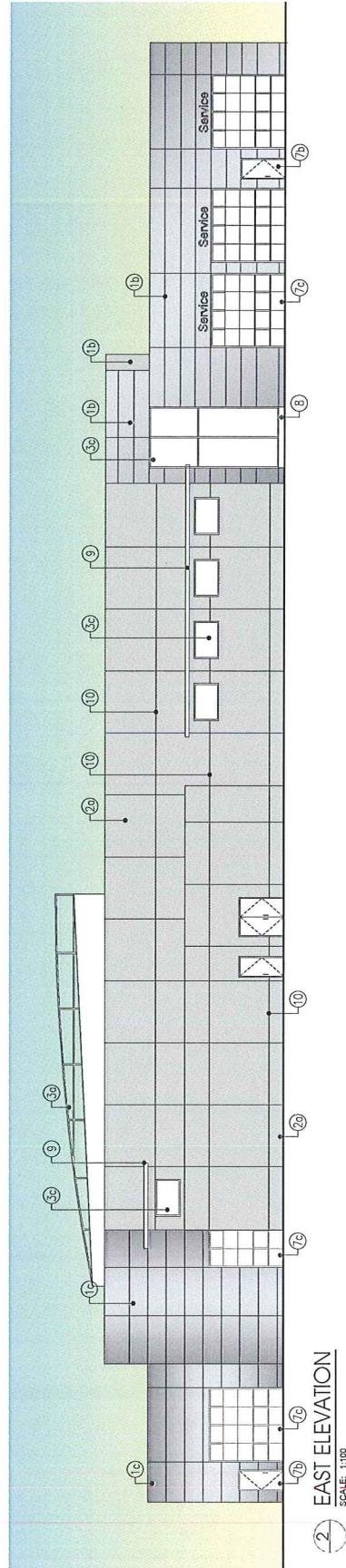
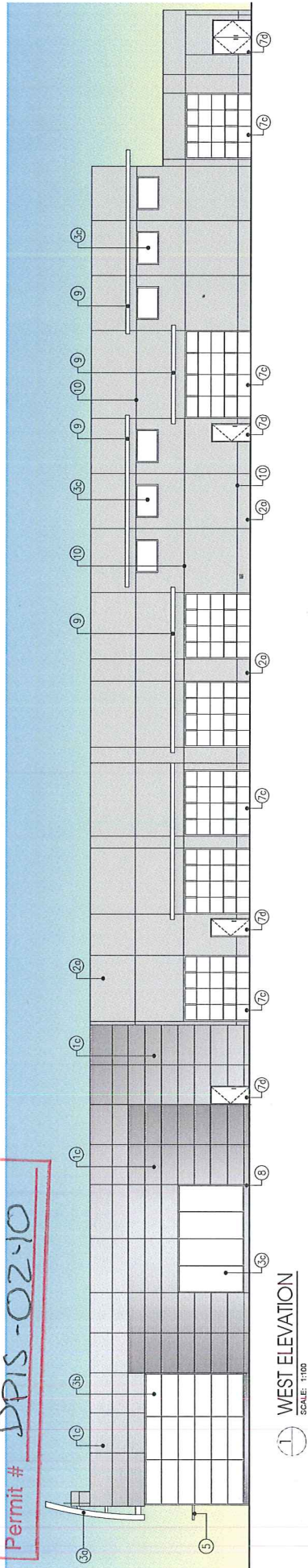
A3.01
ELEVATIONS

Sheet Number

SCHEDULE B

This forms part of development

Permit # DPIS-0210



KELOWNA INFINITI NISSAN
EXTERIOR COLOURS - 2015-11-25

RECORD FURTHER		DESCRIPTION	SCALE	1:300	LDP-1	OF 2
I	DATE					
NO. DATE						

LDP-1

REPORT TO COUNCIL



Date: December 14, 2015

RIM No. 0940-00

To: City Manager

From: Community Planning Department (RR)

Application: DP15-0248 **Owner:** Victor Projects Ltd.,
Inc. No. BC1050457

Address: 1102 Cameron Ave
1091 Guisachan Rd **Applicant:** Victor Projects Ltd.,
Inc. No. BC1050457

Subject: Form and Character Development Permit

Existing OCP Designation: MRL - Multiple Unit Residential (Low Density)
PARK - Major Park/Open Space

Existing Zone: RM3 - Low Density Multiple Housing

1.0 Recommendation

THAT Council authorizes the issuance of Development Permit No. DP15-0248 for Lots 18 and 19, District Lot 136, ODYD, Plan 38928 located at 1102 Cameron Ave and 1091 Guisachan Road, Kelowna, BC subject to the following:

1. The dimensions and siting of the building to be constructed on the land be in accordance with Schedule "A,"
2. The exterior design and finish of the building to be constructed on the land, be in accordance with Schedule "B";
3. Landscaping to be provided on the land 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 (insert date);

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 form and character development permit application for a 100 unit townhome complex between Cameron Avenue and Guisachan Road.

3.0 Community Planning

Community Planning supports the issuance of the Development Permit. The project meets the majority of relevant development permit guidelines.

The townhomes are in keeping with the character of the neighborhood, which has already seen several large townhome developments. The unit design is contemporary to the Okanagan.

The project will also see the access to Guisachan House from Guisachan Road dedicated to the City. This informal access to the site is an important neighbourhood feature, and the development will allow the City to protect the access in perpetuity.

The development conforms to the existing zoning on the property, and no variances or amendments to the Zoning Bylaw are being requested.

4.0 Proposal

4.1 Background

In late 2005, Kelowna City Council considered an application to re-zone the properties to RM5, a high density multiple housing zoning. The project would have seen 204 apartment units in several 4 storey buildings. There was strong neighbourhood resistance to the project, including a submission of a petition with more than 400 signatures. The re-zoning bylaw was defeated by a tie vote at Council, and the project did not proceed.

The new proposal has approximately half the proposed density and is to be developed as townhomes, rather than apartment blocks.

4.2 Project Description

The proposed project is for 100 townhome units in 25 buildings built around an interior roadway, with associated landscaping and fencing.

The project currently spans two properties, which would be consolidated as part of the project. The applicant will acquire a small portion of surplus right of way at the corner of Guisachan and Gordon, while the tree alley will be traded to the City as part of a DCC credit swap.



4.3 Building Design

The townhomes themselves will range from 2 units to 5 units, with the majority being 4 unit structures. The 3 storey buildings will have 2 car garages with two floors of living space above.

The townhomes will be clad primarily in grey hardi-plank with stone cladding around the lower levels.





The building design is representative of contemporary Okanagan design, with neutral tones accented by stone elements. The design is not out of character for the neighbourhood.

4.4 Site Layout and Landscaping

The townhomes will be built around an interior roadway with access to Cameron Ave and Guisachan Road. There will be no direct access to Gordon Drive from the site.

Landscaping trees will be used extensively along the Gordon frontage to screen the site from the road, with boulevard trees backed by on-site plantings.

The development will include a treed central common area and private walkway system as amenities for the strata owners. The common area will be turfed and treed.



The redevelopment of the site will include the removal and replacement of older cedars along the west property line. All cedars removed will be replaced to maintain screening. The developer will also install an irrigation system for the cedars, which will be transferred to the City.

A sound attenuation fence will be constructed along the west boundary with Guisichan House.



An approximately 1.2m black wrought iron fence will be constructed along the street frontages. The fence will be broken every 8 m by decorative concrete pillars. The fence will include several gates for public and owner access.



4.5 Site Context

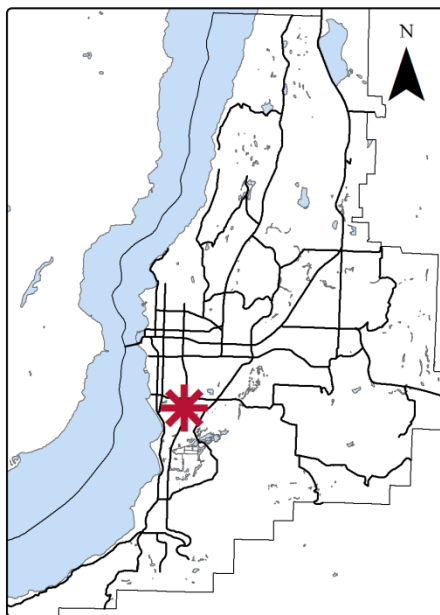
The site is in an urbanized area of Kelowna, surrounded on all sides by urban development. The site is directly across from Guisachan Village, a neighborhood shopping plaza.

Guisachan Heritage Park and the Guisachan House sit to the southwest of the property. The park and heritage house are important local attractions, and the development will include a noise attenuation fence along the shared property line to minimize conflict.

Adjacent land uses are as follows:

Orientation	Zoning	Land Use
North	RM2 - Low Density Row Housing	Townhomes
East	C3 - Community Commercial	Commercial Plaza
South	RU5 - Bareland Strata Housing	Single Dwelling Housing
West	RU1 - Large Lot Housing	Single Dwelling Housing
West	CD9 - Heritage Commercial	Guisachan Heritage Park

Subject Property Map:



CONTEXT



NEIGHBOURING ZONING



4.6 Zoning Analysis Table

Zoning Analysis Table		
CRITERIA	ZONE REQUIREMENTS	PROPOSAL
Development Regulations		
Maximum Floor Area Ratio	0.75	0.59
Maximum Site Coverage (buildings)	40%	24%
Maximum Site Coverage (buildings, driveways and parking)	60%	54%
Maximum Height	10 m / 3 storeys	10 m / 3 storeys
Minimum Front Yard	1.5 m	1.5 m
Minimum Side Yard (west)	4.5 m	4.5 m
Minimum Side Yard (east)	4.0 m	4.0 m
Minimum Rear Yard	7.5 m	7.5 m
Other Regulations		
Minimum Parking Requirements	215 (200 owner, 15 guest)	215 (200 owner, 15 guest)
Minimum Bicycle Parking	10	10
Minimum Private Open Space	2,500 m ²	3,440 m ²

5.0 Current Development Policies

5.1 Kelowna Official Community Plan (OCP)

Development Process

Compact Urban Form.¹ Develop a compact urban form that maximizes the use of existing infrastructure and contributes to energy efficient settlement patterns. This will be done by increasing densities (approximately 75 - 100 people and/or jobs located within a 400 metre

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

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.

6.0 Technical Comments

6.1 Building & Permitting Department

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

6.2 Development Engineering Department

See attached Memorandum dated November 20th, 2015.

6.3 Interior Health Authority

Interior Health is in support of this development as;

The proximity to schools allows children to walk (elementary) or cycle (Senior Secondary) as a way to increase their daily physical activity levels.

Proximity to other amenities (grocery store and pharmacy) allows residents to choose a healthier options than driving.

The traffic impact and potential conflicts have been addressed by using entrances on Cameron and Guisachan Road instead of Gordon Drive.

All of these features, research has shown will help to improve health and make the healthy choice the easy choice for residents.

6.4 School District No. 23

SD23 is not impacted by the development application; however, the 100 units could help increase A.S. Matheson's enrolment.

7.0 Application Chronology

Date of Application Received: October 13, 2015

Report prepared by:

Ryan Roycroft, Planner

Reviewed by:



Terry Barton, Urban Planning Manager

Approved for Inclusion:



Ryan Smith, Community Planning Department Manager

Attachments:

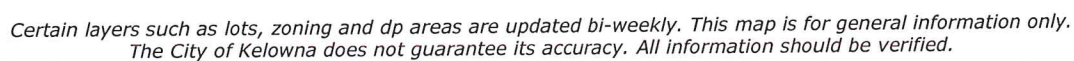
Site Plan

Conceptual Elevations

Landscape Plan

Comprehensive Development Permit Checklist

Development Engineering Memorandum



Permit # DP15-0248



SITE SURVEY BASED ON INFORMATION PROVIDED BY FRITSCH LAND SURVEYING INC., FILE: 05-002-1.

GTA Architecture Ltd.

GTA Architecture Ltd.
243-1800 Springfield Rd
Kelowna, British Columbia,
V1Y 6V5
Fax: 250.879.4360
Telephone: 250.870.1068
email: gtaoffice@gtarch.ca

CAMERON
MEWS

KELOWNA, BC

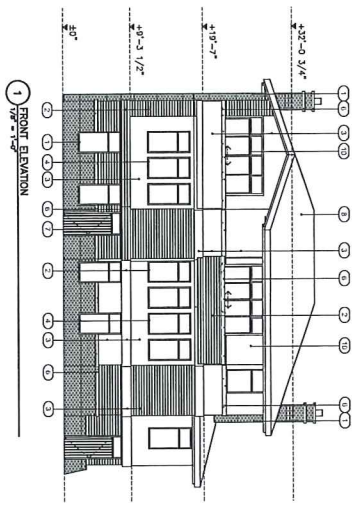
SITE PLAN

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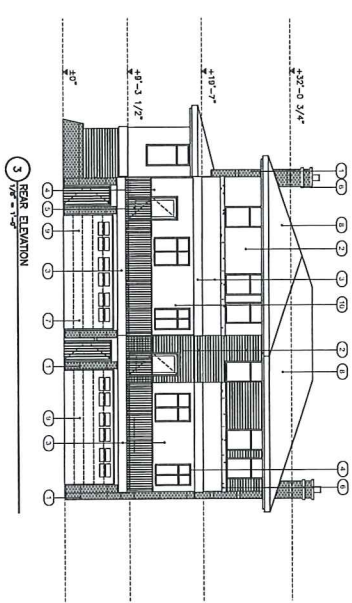
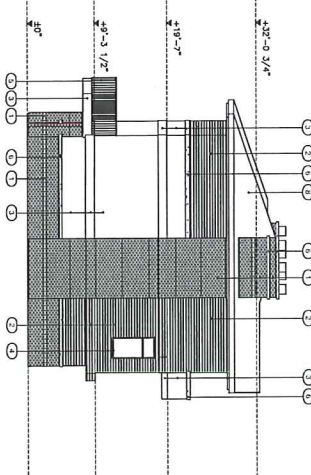
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This forms part of development
Permit # DPS-0248

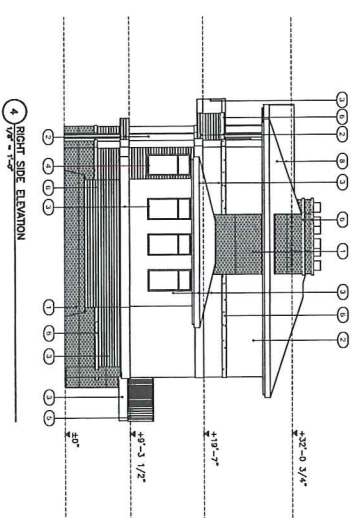


1 FRONT ELEVATION

2 LEFT SIDE ELEVATION



3 REAR ELEVATION



4 RIGHT SIDE ELEVATION

- NOTES:**
1. BRICK VENEER
 2. STUCCO
 3. BRICK VENEER
 4. BRICK VENEER
 5. BRICK VENEER
 6. BRICK VENEER
 7. BRICK VENEER
 8. BRICK VENEER
 9. BRICK VENEER
 10. BRICK VENEER

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3	REVISION	10/1/15	AK	AK
4	REVISION	10/1/15	AK	AK
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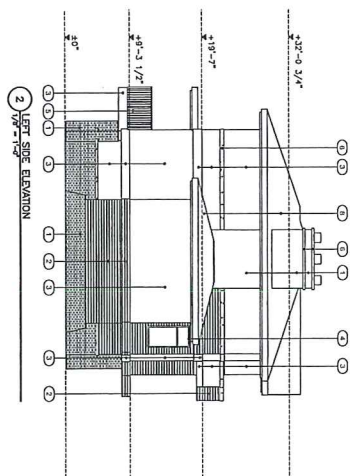
CITY ARCHITECTURAL LTD.
250-1805 SERRAVALLO RD.
VANCOUVER, BC V6M 1A5
TEL: 604-275-1111
WWW.GTAARCHITECTURAL.COM

CAMERON
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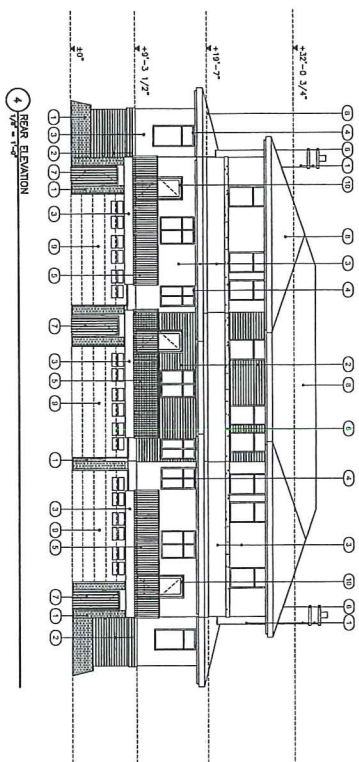
KELOWNA, BC

ELEVATIONS
2-PLEX OPT. 2

A3.1
OCTOBER 2015
FILE: A4420



2 LEFT SIDE ELEVATION
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4 REAR ELEVATION
 $\frac{1}{2}'' = 1'-0''$

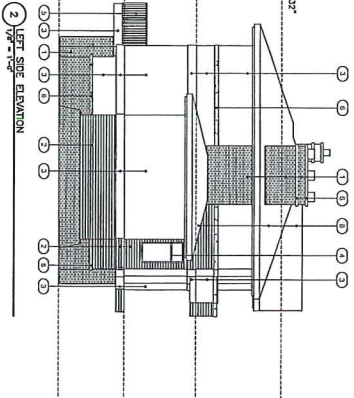
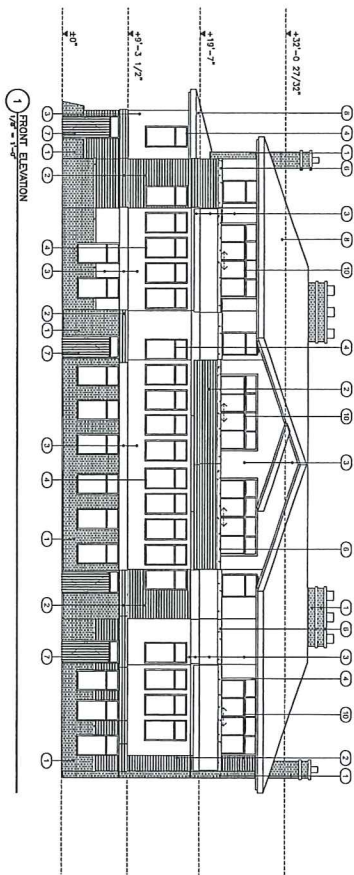
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email: gtaoffice@gtarch.ca

KELOWNA, BC

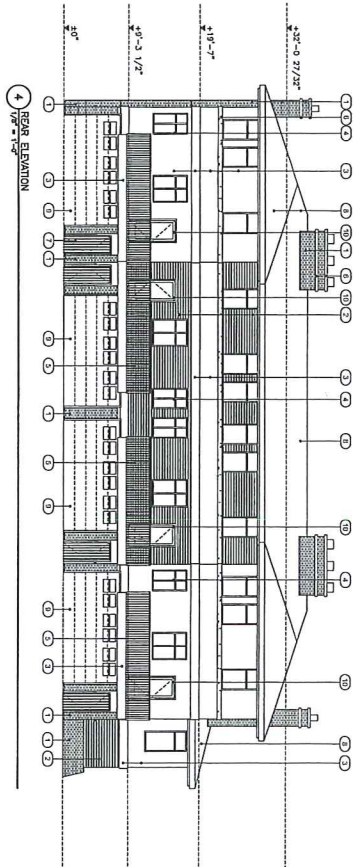
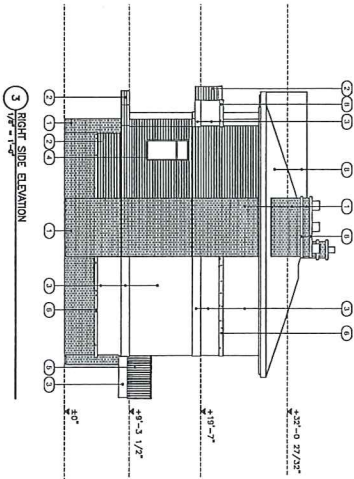
A3.2

SCHEDULE 3
This forms part of development
Permit # DP15-0248



- INITIALS LISTED**
- 1. ARCHITECT
 - 2. ENGINEER
 - 3. SURVEYOR
 - 4. LANDSCAPE ARCHITECT
 - 5. CIVIL ENGINEER
 - 6. ELECTRICAL ENGINEER
 - 7. MECHANICAL ENGINEER
 - 8. CHEMICAL ENGINEER
 - 9. AERONAUTICAL ENGINEER
 - 10. AGRICULTURAL ENGINEER
 - 11. METALLURGICAL ENGINEER
 - 12. MINING ENGINEER
 - 13. MARINE ENGINEER
 - 14. AERONAUTICAL ENGINEER
 - 15. AGRICULTURAL ENGINEER
 - 16. METALLURGICAL ENGINEER
 - 17. MINING ENGINEER
 - 18. MARINE ENGINEER

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DATE

gta

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200-888 Pine Street
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www.gtaarchitect.com

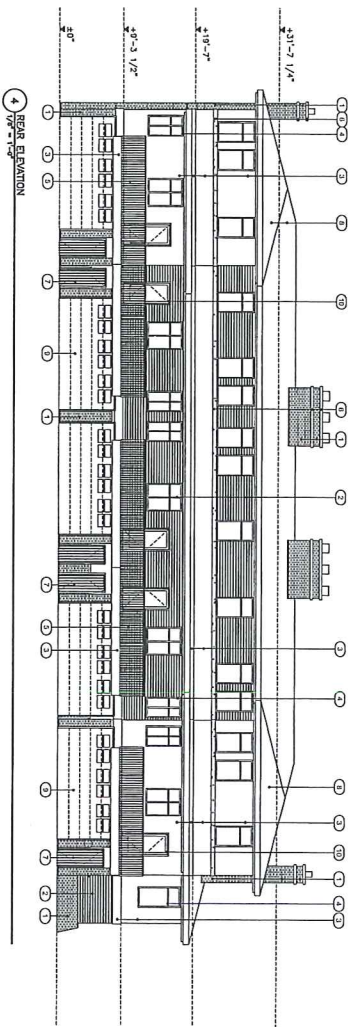
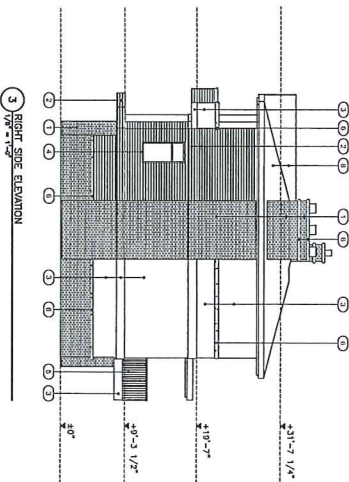
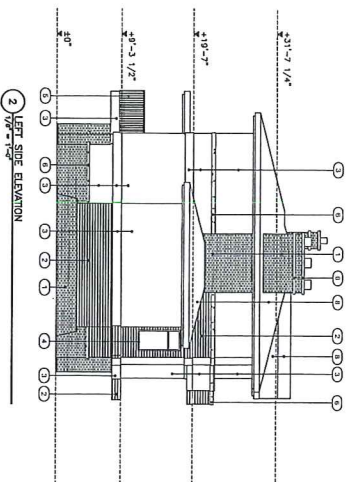
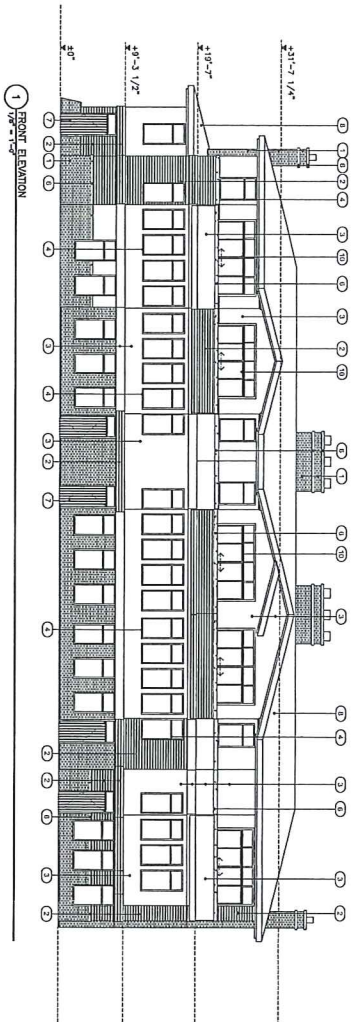
CAMERON
MEWS

KELOWNA, BC

ELEVATIONS
4-PLEX A

DATE: 10/01/2015
DRAWN BY: A3.3
CHECKED BY: A3.3
FILE: A14-20

SCHEDULE 13
This forms part of development
Permit # **DP15-0248**



- MINIMUMS TO BE SHOWN**
1. GENERAL NOTES
 2. MATERIALS
 3. FINISHES
 4. FOUNDATION
 5. ROOFING
 6. CLADDING
 7. GLAZING
 8. MECHANICAL
 9. ELECTRICAL
 10. PLUMBING
 11. HEATING
 12. COOLING
 13. VENTILATION
 14. INSULATION
 15. SOUND
 16. SECURITY
 17. ACCESSIBILITY
 18. SIGNAGE
 19. LANDSCAPE

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1	10/1/15	ISSUED FOR PERMIT
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19	10/1/15	ISSUED FOR PERMIT
20	10/1/15	ISSUED FOR PERMIT

DATE

gta

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Tel: 604.271.4400
Fax: 604.271.4400
Email: gta@gtanet.com

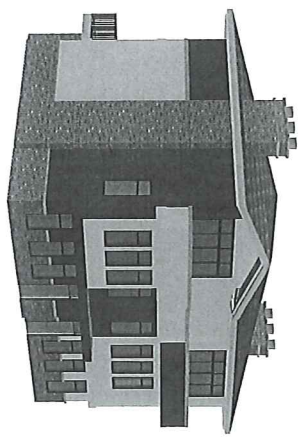
CAMERON MEWS

KELOWNA, BC

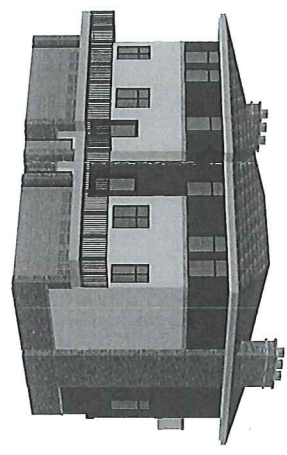
ELEVATIONS
5-PLEX

A3.5
OCTOBER 2015 FILE: A14-20

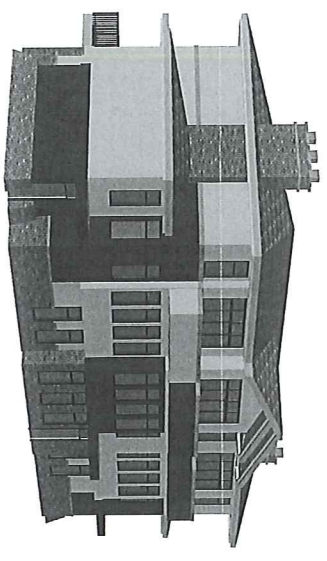
SCHEDULE B
 This forms part of development
 Permit # **DR15-0248**



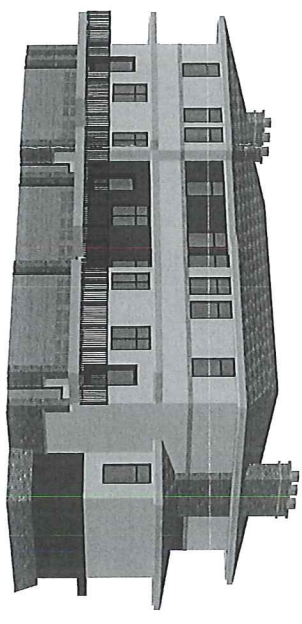
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 (A3.10) N.T.S.



2 DUPLEX
 (A3.10) N.T.S.



3 TRIPLEX
 (A3.10) N.T.S.



4 TRIPLEX
 (A3.10) N.T.S.

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NO.	DATE	DESCRIPTION
1	10/10/2015	ISSUED FOR PERMIT
2	10/10/2015	ISSUED FOR PERMIT
3	10/10/2015	ISSUED FOR PERMIT
4	10/10/2015	ISSUED FOR PERMIT
5	10/10/2015	ISSUED FOR PERMIT
6	10/10/2015	ISSUED FOR PERMIT
7	10/10/2015	ISSUED FOR PERMIT
8	10/10/2015	ISSUED FOR PERMIT
9	10/10/2015	ISSUED FOR PERMIT
10	10/10/2015	ISSUED FOR PERMIT

DATE: _____

gta

GTA ARCHITECTURE LTD.
 204-1000 BURNHAMTHORPE RD.
 UNIT 205
 MISSISSAUGA, ONTARIO L4X 1L3
 TEL: 905.879.9282
 FAX: 905.879.9283
 WWW.GTAARCHITECTURE.COM

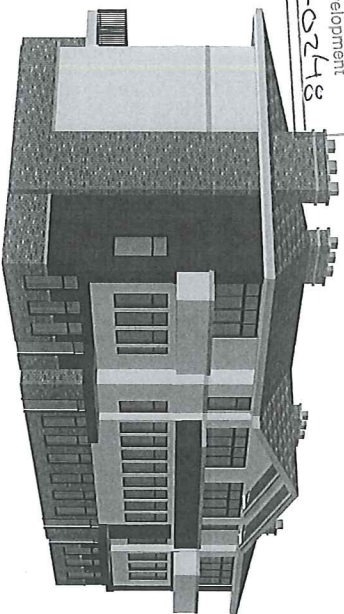
**CAMERON
 MEIWS**

KELOWNA, BC

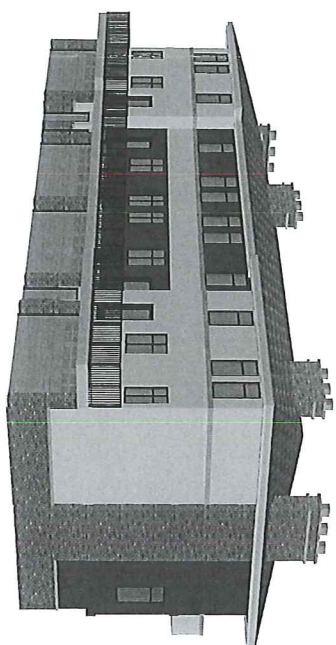
**COLOUR
 ELEVATIONS**

DATE: _____
 SCALE: _____
 SHEET NO. _____
 TOTAL SHEETS: _____
 OCTOBER 2015 FILE: A3.10

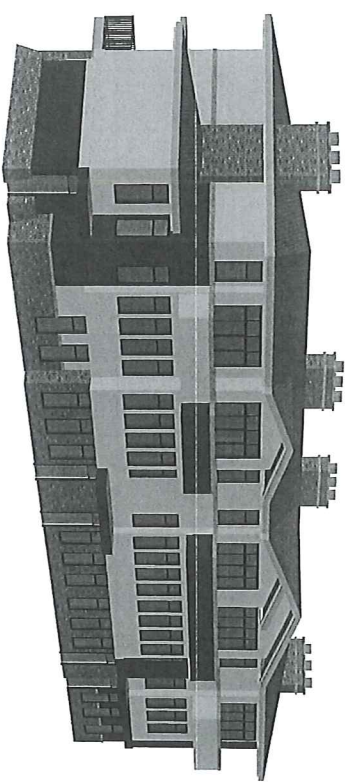
SCHEDULE B
 This forms part of development
 Permit # DP15-0248



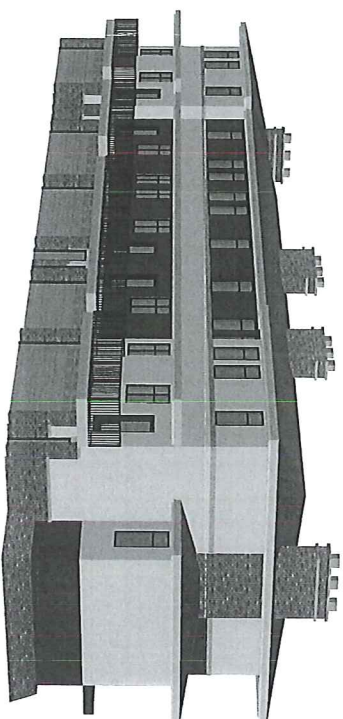
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2 FOUR-PLEX
 A3.11 N.T.S.



3 FIVE-PLEX
 A3.11 N.T.S.



4 FIVE-PLEX
 A3.11 N.T.S.

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NO.	DATE	REVISION
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2	10/10/2015	REVISED PERMIT REQUIREMENTS
3	10/10/2015	REVISED PERMIT REQUIREMENTS
4	10/10/2015	REVISED PERMIT REQUIREMENTS
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6	10/10/2015	REVISED PERMIT REQUIREMENTS
7	10/10/2015	REVISED PERMIT REQUIREMENTS
8	10/10/2015	REVISED PERMIT REQUIREMENTS
9	10/10/2015	REVISED PERMIT REQUIREMENTS
10	10/10/2015	REVISED PERMIT REQUIREMENTS

gta

GTI Architecture Ltd.
 200-1000 Springfield Rd.
 Victoria, British Columbia
 V8V 2P6
 Tel: 250.579.4208
 Fax: 250.579.4208
 Email: gta@gti-arch.ca

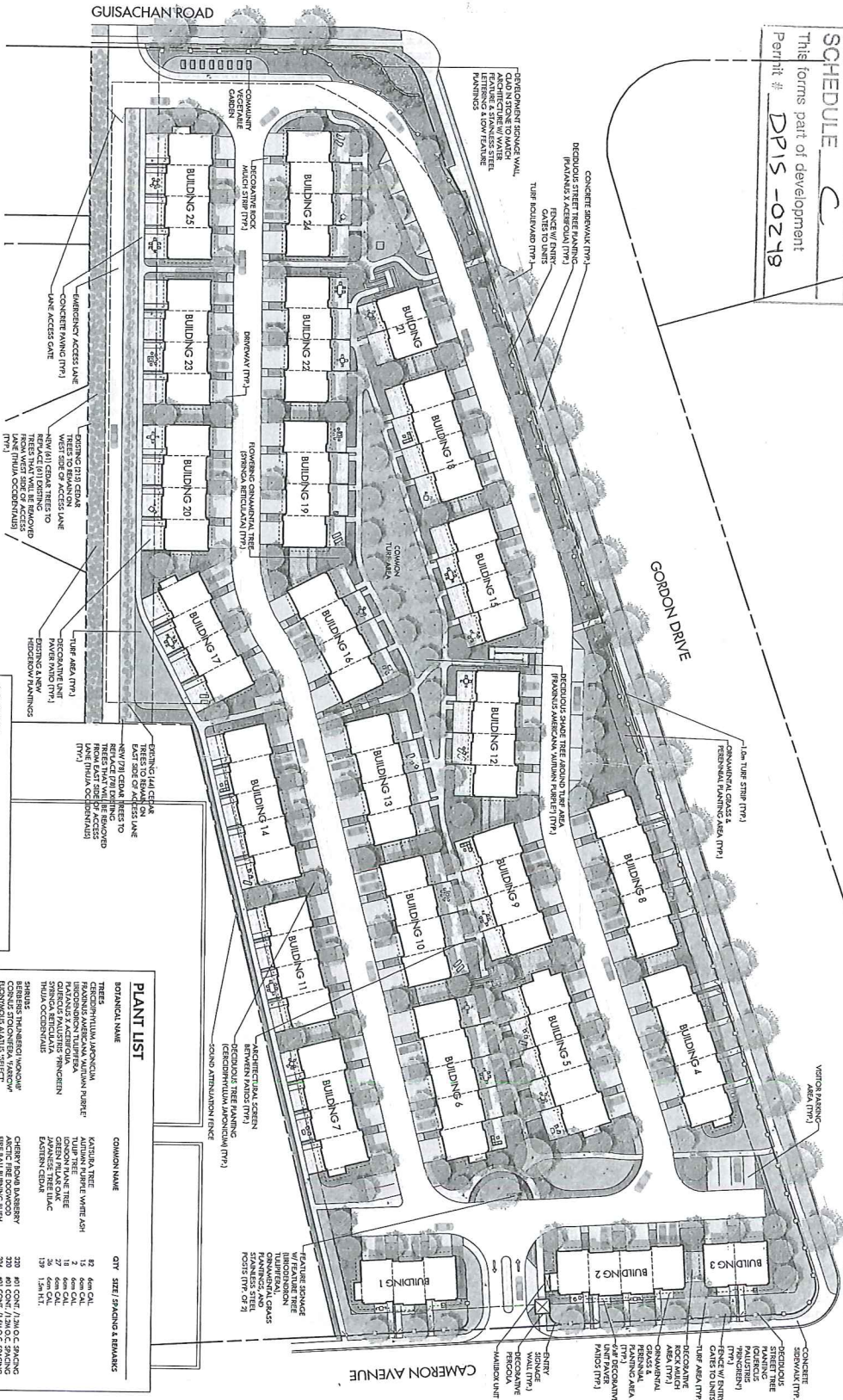
**CAMERON
 MEWS**

KELOWNA, BC

**COLOUR
 ELEVATIONS**

A3.11

Scale	1/8" = 1'-0"
Notes	As Noted
Date	October 2015
File	A14-03



NOTES

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

PLANT LIST

BOTANICAL NAME	CITY	SIZE	SPACING & REMARKS
1	1	1	1
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3	3	3	3
4	4	4	4
5	5	5	5
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100	100	100	100

CAMERON AVENUE

CAMERON MEWS

CONCEPTUAL LANDSCAPE PLAN

ISSUED FOR DIVISION	
1	15.04.20
2	15.06.18
3	
4	
5	

50%



DRAWING NUMBER

ISSUED FOR REVIEW ONLY

OUTLAND DESIGN
LANDSCAPE ARCHITECTURE

206 - 1889 Spall Road
Kelowna, BC V1Y 4R2
T (250) 868-9270
www.outfordesign.ca

CITY OF KELOWNA

MEMORANDUM

Date: November 20, 2015
File No.: DP15-0248

To: Community Planning (RR)

From: Development Engineering Manager

Subject: 1102 Cameron Ave, 1091 Guisachan Rd Multi Family Development

Development Engineering has the following comments and requirements associated with this application. The road and utility upgrading requirements outlined in this report will be a requirement of this development.

1. Domestic Water and Fire Protection

- a) The developer's consulting mechanical engineer will determine the domestic and fire protection requirements of this proposed development and establish hydrant requirements and service needs.
- b) The subject property (1102 Cameron Ave) is currently serviced with a 150mm water service. The developer's consulting mechanical engineer will determine the domestic and fire protection requirements of this proposed development and establish hydrant requirements and service needs. Only one service will be permitted for this development. The applicant, at his cost, will arrange for the disconnection of existing services and the installation of a new service if required.
- c) A water meter is mandatory for this development 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.

2. Sanitary Sewer

- a) Our records indicate the subject property (1102 Cameron Ave) is currently serviced with a 200mm sewer service. The developer's consulting mechanical engineer will confirm the development requirements of this proposed development and establish the service needs. The service should be adequate for the proposed application. Service changes, if required, will be at the developer's cost.

3. Storm Drainage

- a) It will be necessary for the developer to construct storm drainage facilities to accommodate road drainage on Gordon Drive and Guisachan Road fronting the proposed development.
- b) 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.

- c) The on-site drainage system may be connected to the existing overflow service from the storm sewer system on Cameron Rd.

4. Road Improvements

- a) Gordon Drive fronting this development must be upgraded to a full urban standard including curb and gutter, separate sidewalk adjustments if required, storm drainage facilities including catch basins, manholes / drywells, pavement widening, landscaped boulevard complete with underground irrigation system, street lights as required and re-location or adjustment of existing utility appurtenances if required to accommodate the upgrading construction.
- b) Cameron Road fronting this development has been upgraded to an urban standard but requires the construction of a separate sidewalk and landscaped boulevard complete with underground irrigation system. The proposed access driveways to Cameron Road will require curb and gutter removal and replacement. Re-locate utility appurtenances if required to accommodate this construction.
- c) Guisachan Road fronting this development must be upgraded to a full urban standard including concrete curb and gutter, separate sidewalk, storm drainage facilities including catch basins, manholes / drywells, fillet pavement, underground irrigation system, and re-location or adjustment of existing utility appurtenances if required to accommodate the upgrading construction.

5. Transportation & Mobility Improvements

- a) Cameron Ave/ Gordon pedestrian-activated signal with coordination with Guisachan signal (both Legs).
- b) Prohibition of left turn movements from Guisachan Rd into the site (requires a raised centre median on Guisachan Rd from Gordon Dr to 10m west of access).
- c) Prohibition of eastbound left turn from Cameron Ave onto Gordon Dr (requires raised centre medians on Gordon Dr and Cameron Ave).
- d) Rose Avenue buffered bike lanes or cycle tracks.
- e) Additional concrete corner waiting area for pedestrians at Guisachan/Gordon NW corner.
- f) Bus Stop on Gordon, sidewalk widening to min of 2.5m with bike lane ramps on Gordon to sidewalks to accommodate cyclist around the bus stop.

6. Road Dedication and Subdivision Requirements

- a) The tree alley and Gordon Dr/Guisachan Rd southwest corner land swap will be dealt with by Real Estate Services Branch.
- b) Lot consolidation.

- c) 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.
- d) Provide all necessary Statutory Rights-of-Way for any utility corridors required, including those on proposed or existing City Lands.

7. Electric Power and Telecommunication Services

- 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. 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. Geotechnical Report

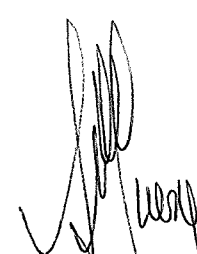
As a requirement of this application and building permit approval the applicant must provide a comprehensive geotechnical report prepared by a Professional Engineer qualified in the field of hydro-geotechnical survey to address the following:

- 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 piezometers 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) Site Access: from Guisachan Rd and also Cameron Ave both connected via a north-south internal road.
- (ii) The proposed driveway access design for Cameron Road must recognize the location of existing access on the south side of Cameron Road. If a gated entrance is proposed, the entrance area before the gate must allow for a vehicle (who has been denied gate access) to turn around and re-enter the public street in a forward direction. The area must allow for an "SU-9" vehicle turning radius and the gate must open into the site.
- (iii) An SU-9 standard size vehicle must be able to manoeuvre onto and off the site without requiring a reverse movement onto public roadways.
- (iv) Indicate on the site, the locations of loading bays as well as the garbage and recycle bins.



Steve Muenz, P. Eng.
Development Engineering Manager

SS

REPORT TO COUNCIL



Date: 12/7/2015
RIM No. 0940-00
To: City Manager
From: Urban Planning Department (AC)
Application: DP15-0249 **Owner:** Simple Pursuits Ltd.
Address: 4624 Lakeshore Rd **Applicant:** Simple Pursuits Ltd.
Subject: Development Permit Application
Existing OCP Designation: COMM - Commercial
Existing Zone: C2 - Neighbourhood Commercial

1.0 Recommendation

THAT Council authorizes the issuance of Development Permit No. DP15-0249 for Lot B, Section 25, Township 28, SDYD, Plan 25458, located on 4624 Lakeshore Rd, Kelowna, BC subject to the following:

1. The dimensions and siting of the building to be constructed on the land be in general accordance with Schedule "A";
2. The exterior design and finish of the building to be constructed on the land be in general accordance with Schedule "B";
3. Landscaping to be provided on the land be in general accordance with Schedule "C";
4. Prior to issuance of the Building Permit, the outstanding conditions identified in Attachment "A" associated with the report from the Community Planning Department dated November 6th 2015
5. That 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 professional landscaper;

AND THAT the applicant be required to complete the above noted conditions of Council's approval of the Development Permit Applications in order for the permit to be issued.

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

2.0 Purpose

To consider a Development Permit for a 6,950 ft² commercial unit.

3.0 Urban Planning

Staff are supportive of the proposed Development Permit. A Development Permit is necessary in this case as the subject property is located within a designated Comprehensive Development Permit Area and the property is located adjacent to a residential parcel.

The project adds additional retail space to this relatively small commercial node along Lakeshore Road that is servicing an expanding population in the north Mission neighbourhood. The proposed development adheres to many of the OCP design guidelines. City Staff have been in numerous conversations with the proponent about the relationship of the project to the street. In combination with the future potential intersection improvements at Collett Road and Lakeshore Road the building will provide an effective street edge which will ultimately establish the desired streetscape rhythm. There will be a visual and physical connection between the public street (future Lakeshore Road multi-purpose pathway) and the private building that includes patios and spill out activities. Each building façade was given equal emphasis in terms of adequate openings, massing, materials, and landscaping. The choice of brick, metal canopy, and metal roofing materials conforms with the Development Permit guidelines recommending exterior building materials be selected for their functional and aesthetic qualities including quality workmanship, durability, longevity, and ease of maintenance.

Applicant was not required to perform any public notification as per Council Policy No. 367.

4.0 Proposal

4.1 Project Description

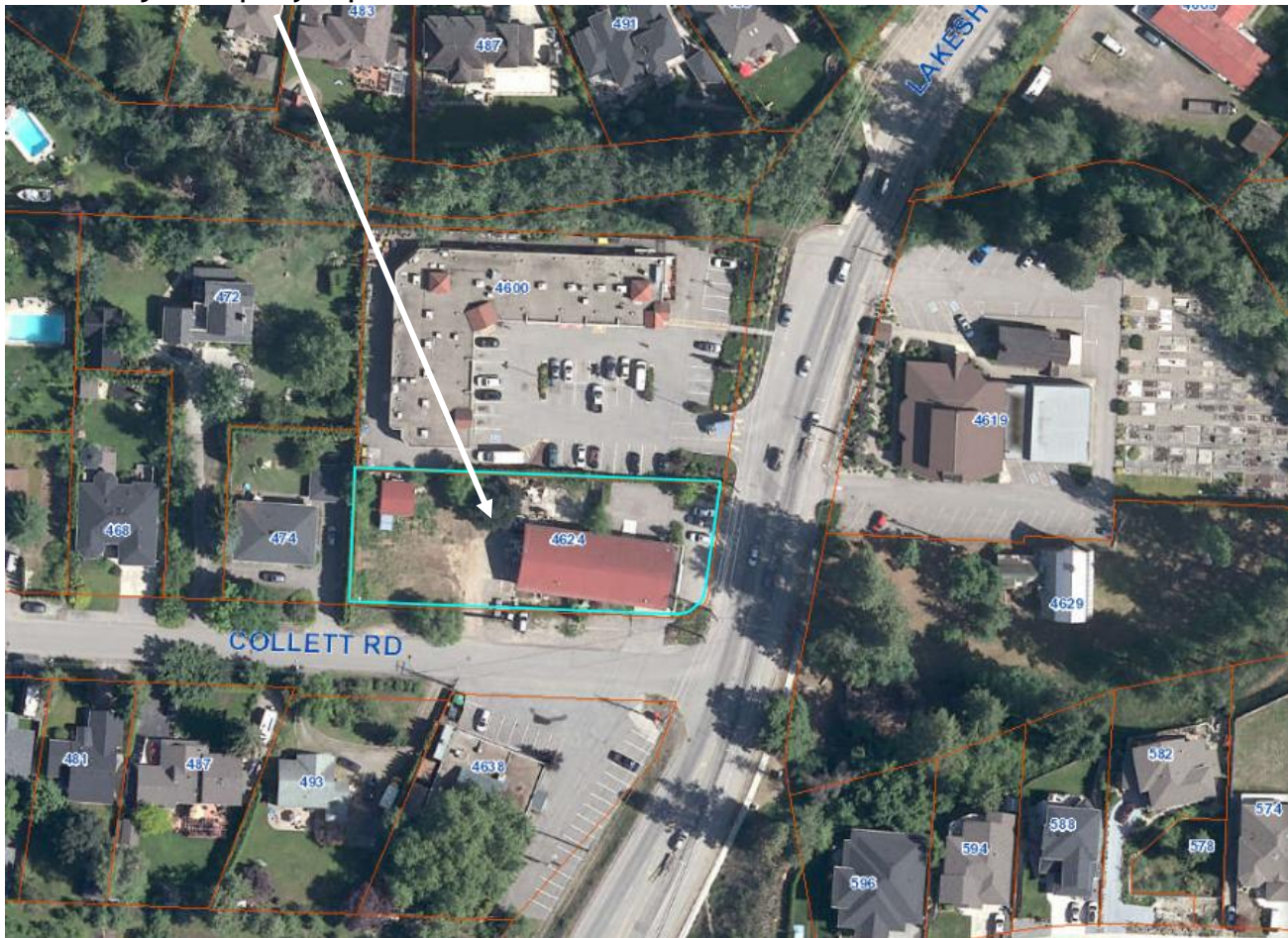
The existing building on the subject property has been demolished. This proposal is for a new single storey commercial building (6,950 ft²). There will be a vehicle entrance and exit on the west side of the property located on Collett Road. The on-street details shown on the developer's plan do not apply and those details will meet the City of Kelowna's servicing standards.

4.2 Site Context

The subject property is located just south of Bellevue Creek and the Future Land Use designation is COMM - Commercial in the Official Community Plan. Specifically, adjacent land uses are as follows:

Orientation	Zoning	Land Use
North	C2LR - Neighbourhood Commercial (Retail Liquor Store)	Commercial
East	P3 - Parks and Open Space P2 - Education and Minor Institutional	Park / Heritage Home Institutional
South	C2 - Neighbourhood Commercial RU1 - Large Lot Housing	Commercial Residential
West	RU1 - Large Lot Housing	Residential

4.3 Subject Property Map: 4624 lakeshore Road



5.0 Zoning Analysis Table

Zoning Analysis Table		
CRITERIA	C2 ZONE REQUIREMENTS	PROPOSAL
Development Regulations		
	Principal Bldgs	Principal Bldgs
Height	Max 10.5 m & 2.5 stories	7.35 m & 1.0 storey
Front Yard (Lakeshore Rd)	Min 4.5 m	4.5 m
Flanking Side Yard (Collet Rd)	Min 4.5 m	4.5 m
Side Yard (north)	Min 2.0 m	2.0 m
Rear Yard	Min 6.0 m	36.3 m
Site coverage of buildings	Max 40 %	31 %
Site coverage of buildings, driveways & parking	Max 60 %	56.7 %
FAR	0.3	0.3
Other Regulations		
Number of Units	n/a	52

Zoning Analysis Table				
CRITERIA	C2 ZONE REQUIREMENTS		PROPOSAL	
Min Parking Requirements	Animal Clinics = 33 spaces Health Services = 33 spaces Financial Services = 17 spaces Offices = 17 spaces Personal Service Establishments = 13 spaces Retail Store, Convenience = 13 spaces Food Primary Establishment = 1 space per 4 seats of capacity All other permitted Commercial Uses = 15 spaces		27 parking stalls ❶	
Min Bicycle Parking Requirements	Class 1: 0.2 per dwelling (2) Class 2: 0.6 per dwelling (4)		Class 1: (2) Class 2: (4)	
Landscape Requirements				
	Buffer	Treatment Level	Buffer	Treatment Level
Front (Lakeshore Rd)	3.0 m	2	3.0 m	2
Side (Collett Rd)	3.0 m	3	3.0 m *	3
Side (North)	3.0 m *	3	2.0 m *	3
Rear (west)	3.0 m *	3	1.5 M *	3
	* Or Opaque Fence			
❶ Parking does not require a variance but a note will be put on the property stating any business license application for an animal clinic or a health service establishment will need a parking variance prior to approval.				

6.0 Current Development Policies

6.5 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.

Relevant Development Permit Guidelines

Ch.14 / S.3.2 - Develop visual and physical connections between the public street and private buildings (e.g. patios and spill-out activity, views to and from active interior spaces, awnings and canopies);

Ch.14 / S.3.4 - Design buildings with multiple street frontages to give equal emphasis to each frontage with respect to building massing, materials, details, and landscaping.

Ch.14 / S.4.2 - Ensure developments are sensitive to and compatible with the massing of the established and/or future streetscape;

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

Ch.14 / S.4.2 - Design for human scale and visual interest in all building elevations. This can be achieved principally by giving emphasis to doors and windows and other signs of human habitation relative to walls and building structure;

Ch.14 / S.6.3 - Continue higher quality materials used on the principal façade around any building corner or edge which is visible to the public;

Ch.14 / S.8.8 - Locate parking areas to the rear of buildings, internal to the building, or below grade;

7.0 Technical Comments

Building & Permitting

- 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 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.
 - Access to the roof is required per NFPA and guard rails may be required and should be reflected in the plans if required.
- A Geotechnical report is required to address the sub soil conditions and site drainage at time of building permit application.
- Fire resistance ratings are required for storage, janitor 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.
- An exit analysis is required as part of the code analysis at time of building permit application. The exit analysis is to address travel distances within the units, multiple parking areas (future), number of required exits per area, accessibility etc
- 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 are being applied to this structure.

Fortis BC Inc - Electric

- There are primary distribution facilities along Lakeshore and Collett Roads. 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, FortisBC Inc. (Electric) has no concerns with this circulation.

Development Engineering

- See attached memorandum dated November 6th 2015.

IPLAN Parks & Public Spaces

- A proposed transformer on the private property is accessed off of the Collett Road right of way. These access doors should be reoriented to be off of the private parking lot in order to avoid potential conflicts with sidewalk users.

8.0 Application Chronology

Date of Application Received: October 13th 2015

Report prepared by:

Adam Cseke, Planner

Reviewed by:

☐

Terry Barton, Urban Planning Manager

☐

Ryan Smith, Community Planning Manager

Attachments:

Subject Property Map

Development Engineering Memo (Attachment 'A')

Draft Development Permit

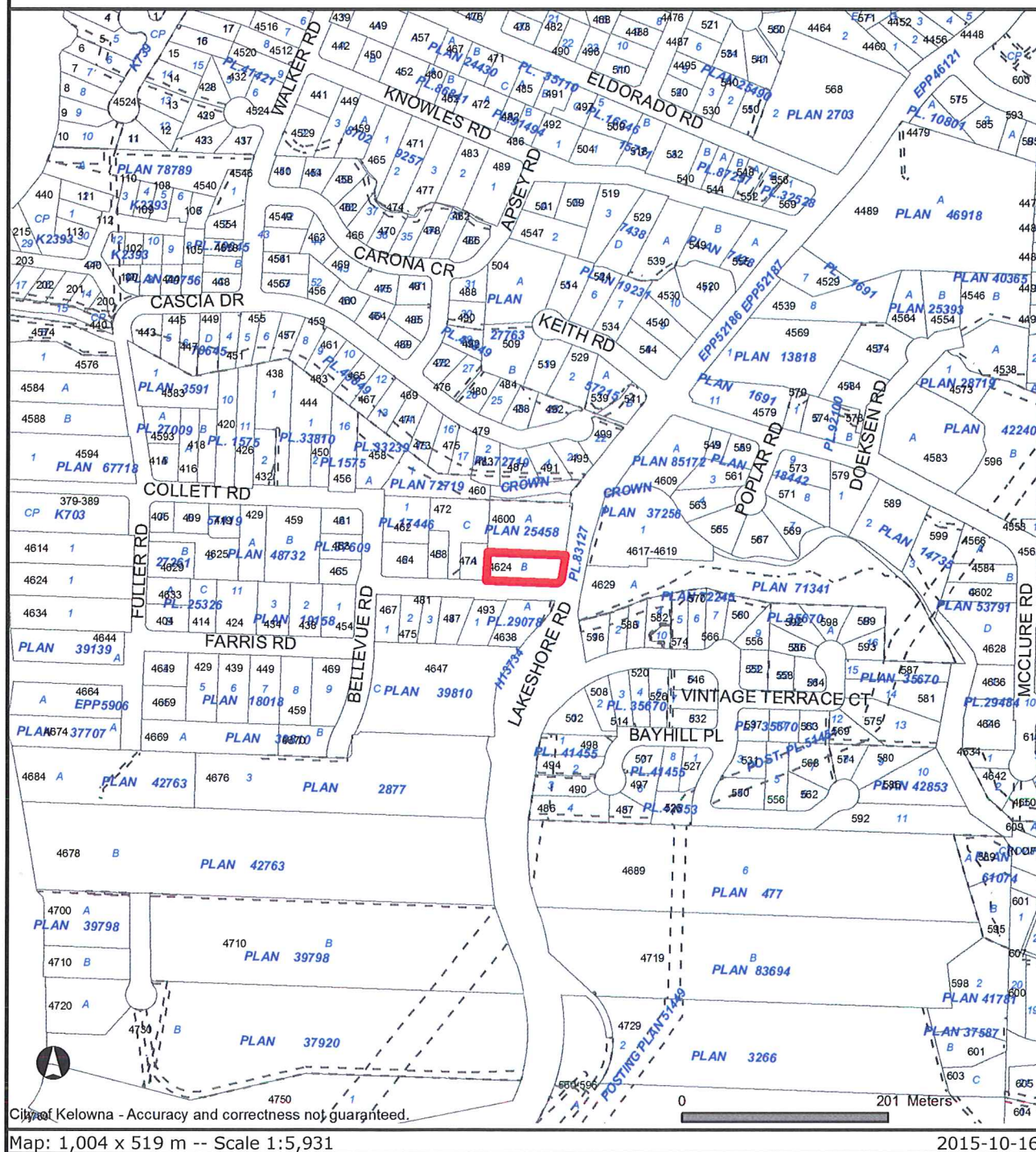
- Schedule 'A'
 - Site Plan
 - Floor Plan
- Schedule 'B'
 - Elevations
 - Colour Board
- Schedule 'C'
 - Landscape Plan

Application

DP15-0249



Subject Property



Certain layers such as lots, zoning and dp areas are updated bi-weekly. This map is for general information only.
The City of Kelowna does not guarantee its accuracy. All information should be verified.

CITY OF KELOWNA
MEMORANDUM

Date: December 03, 2015 (Revised)
File No.: DP15-0249

To: Community Planning (AC)

From: Development Engineering Manager

Subject: 4624 Lakeshore Rd Retail Development

Development Engineering has the following comments and requirements associated with these applications. The road and utility upgrading requirements outlined in this report will be a requirement of this development.

1. Domestic Water and Fire Protection

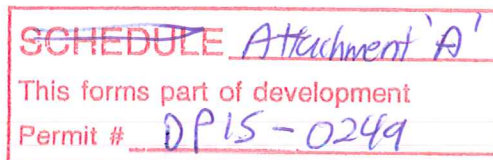
- a) The developer's consulting mechanical engineer will determine the domestic and fire protection requirements of this proposed development and establish hydrant requirements and service needs.
- b) The existing lot is currently serviced with 19mm small diameter service. Only one service will be permitted for this development. The applicant, at his cost, will arrange for the installation of one new water service and the disconnection of the small existing service.

2. Sanitary Sewer

- a) Our records indicate the existing lot is serviced with a 100mm 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. The applicant, at his cost, will arrange for the removal and disconnection of the existing service and the installation of one new larger service.

3. 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(s) for the site will be reviewed and approved by Engineering when a site servicing design is submitted.



4. Road Improvements

- a) Lakeshore Rd must be upgraded to an urban standard along the full frontage of this proposed development, including curb and gutter, separate sidewalk, landscaped boulevard complete with street trees drainage system including catch basins, manholes and pavement removal and replacement, street lighting and re-location or adjustment of utility appurtenances if required to accommodate the upgrading construction. A roundabout is proposed for the intersection therefore improvements should reflect the ultimate design of the roundabout.
- b) Collett Rd must be upgraded to an urban standard along the full frontage of this proposed development, including curb and gutter, separate sidewalk, landscaped boulevard complete with street trees drainage system including storm main, catch basins, manholes and pavement removal and replacement, street lighting and re-location or adjustment of utility appurtenances if required to accommodate the upgrading construction. A roundabout is proposed for the intersection therefore improvements should reflect the ultimate design of the roundabout.

5. Road Dedication and Subdivision Requirements

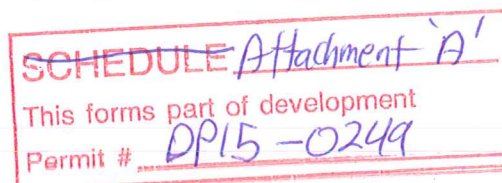
- a) Negotiate a highway allowance widening of ~3.1m along the frontage of the Lakeshore Rd complete with a 6.0m radius corner rounding.
- b) Provide a mutual access easement to 4600 Lakeshore Rd or provide written confirmation that all truck movements associated with this development can be manoeuvred on site. That is to say, reverse vehicle movements from Collette Road will not be necessary.
- c) 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.
- d) Provide all necessary Statutory Rights-of-Way for any utility corridors required, including those on proposed or existing City Lands.

6. Electric Power and Telecommunication Services

- 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.

7. 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.

8. 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.

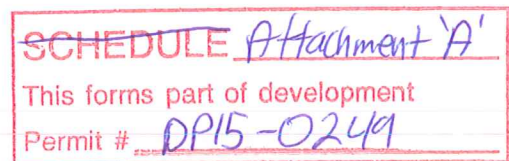
9. Geotechnical Report

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 piezometers 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.

10. Development Permit and Site Related Issues

Access and Manoeuvrability

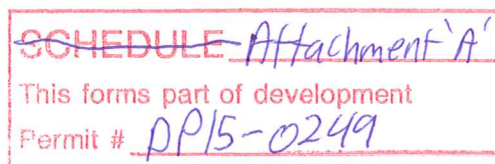


- (i) Driveway access to the site will not be permitted from Lakeshore Rd. The two proposed accesses on Collett Rd should be designed as entrance/exit only accesses.
- (ii) The proposed perpendicular parking on the site plan along Collett Rd within the road right of way is not permitted.
- (iii) An SU-9 standard size vehicle must be able to manoeuvre onto and off the site without requiring a reverse movement onto public roadways.
- (iv) Indicate on the site, the locations of loading bays as well as the garbage and recycle bins.



Steve Muenz P. Eng.
Development Engineering Manager

SS



DEVELOPMENT PERMIT



APPROVED ISSUANCE OF DEVELOPMENT PERMIT

File Number DP15-0249
Issued To: Simple Pursuits Ltd.
Site Address: 4624 Lakeshore Rd
Legal Description: Lot B, Section 25, Township 28, SDYD, Plan 25458
Zoning Classification: C2 - Neighbourhood Commercial
Development Permit Area: Comprehensive Development Permit Area

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. DP15-0249 for Lot B, Section 25, Township 28, SDYD, Plan 25458, located at 4624 Lakeshore Rd, Kelowna, BC to allow the construction of a single storey commercial building to 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;

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

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 \$ \$16,906.25 OR
- b) A Certified Cheque in the amount of \$ \$16,906.25 OR
- c) An Irrevocable Letter of Credit in the amount of \$ \$16,906.25 .

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.

I HEREBY UNDERSTAND AND AGREE TO ALL THE TERMS AND CONDITIONS SPECIFIED IN THIS PERMIT.

Signature of Owner / Authorized Agent

Date

Print Name in Bold Letters

Telephone No.

5. APPROVALS

Issued and approved by Council on the _____ day of _____, 2015.

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

Date

**The PERMIT HOLDER is the CURRENT LAND OWNER.
Security shall be returned to the PERMIT HOLDER.**

SCHEDULE A+B
 This forms part of development
 Permit # DP15-0249

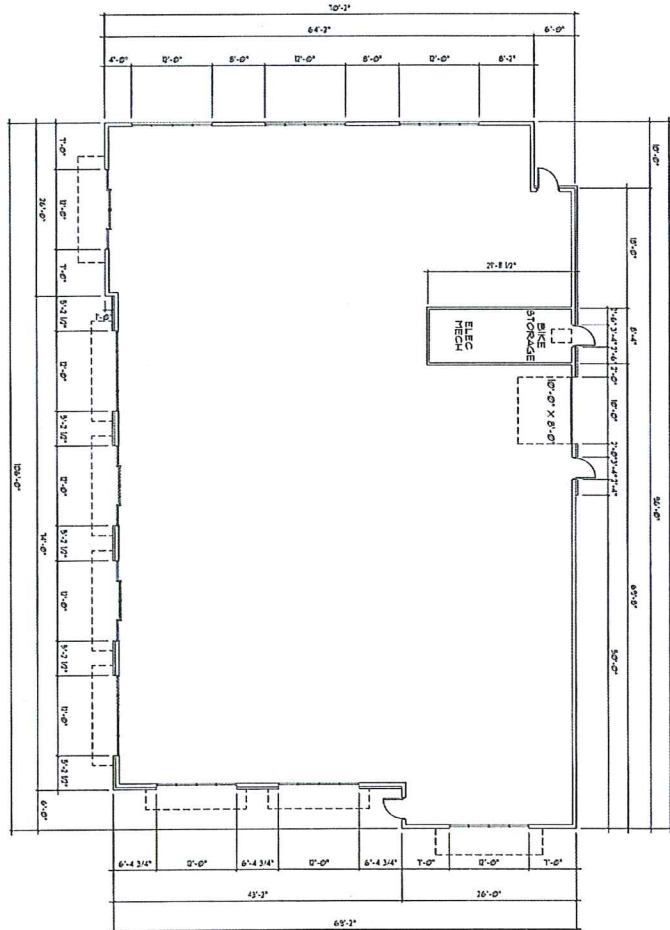


WORMAN
WORMAN HOMES | WORMAN COMMERCIAL

ILLUSTRATION / THE ARTS ACTIVE

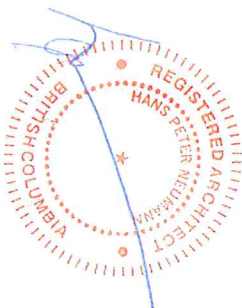
4642 LAKESHORE ROAD | Kelowna, BC

Worman Homes | Worman Commercial



FLOOR PLAN
SCALE 1/8" = 1'-0"

SCHEDULE A
This forms part of development
Permit # DP15-0249



HANS P. NEUMANN ARCHITECT INC. 1301 HIGHLAND DRIVE NORTH KELOWNA, BC V1Y 4K5 PHONE: (250) 868-0218 FAX: (250) 863-0817		No. DATE DESCRIPTION
CONSULTANT DRAWING TITLE FLOOR PLAN	PROJECT COMMERCIAL DEVELOPMENT 4624 LAKESHORE ROAD, KELOWNA, BC.	A1

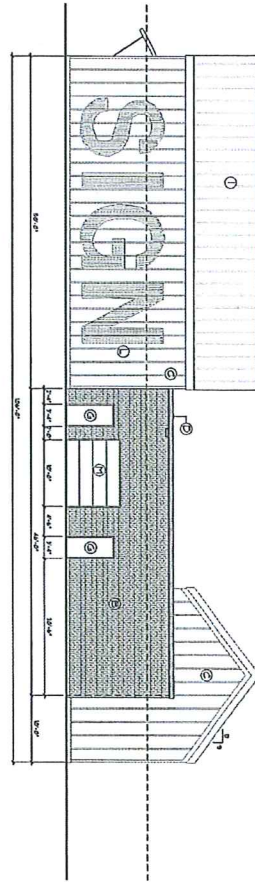


A circular professional registration stamp. The outer ring contains the text "REGISTERED ARCHITECT" at the top and "HANS PETER NEUMANN" at the bottom. Inside this ring, the words "BRITISH COLUMBIA" are written along the left curve. A five-pointed star is positioned in the center of the stamp. The stamp is partially overlaid by a blue line drawing of a building's roofline.

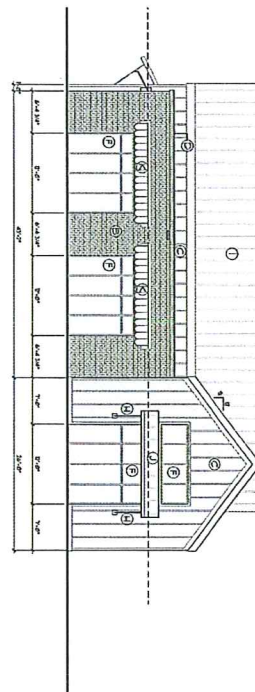


1570 HIGHLAND DRIVE NORTH
KELOWNA, BC V1Y 4R3
PHONE: (250) 868-0878 FAX: (250) 868-0822

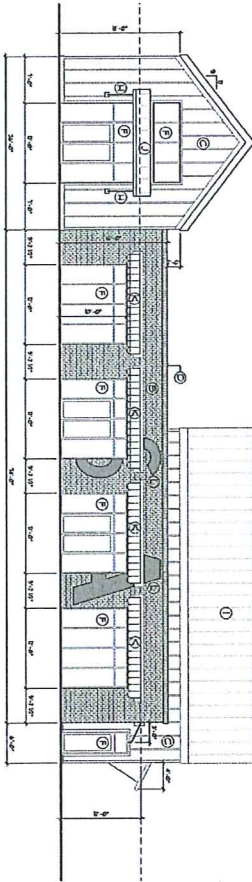
A2 DRAWING NO.	CONSULTANT	PROJECT COMMERCIAL DEVELOPMENT 4624 LAKESHORE ROAD, KELOWNA, BC.
	DRAWING TITLE ROOF PLAN	



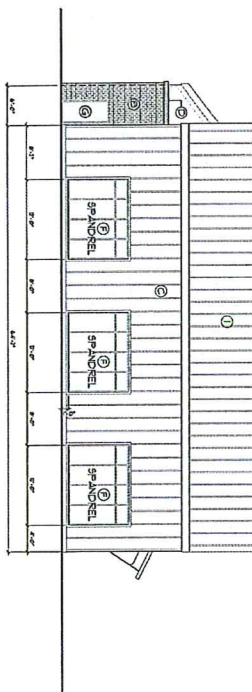
NORTH ELEVATION
SCALE: 1/8" = 1'-0"



EAST (LAKESHORE RD) ELEVATION
SCALE: 1/8" = 1'-0"

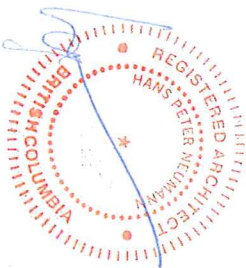


SOUTH (COULETT RD) ELEVATION
SCALE: 1/8" = 1'-0"



WEST (PARKING LOT) ELEVATION
SCALE: 1/8" = 1'-0"

SCHEDULE B
This forms part of development
Permit # DP15-0249



LEGEND:	
①	STUCCO
②	BRICK
③	BOARD & BATTEN, PAINTED
④	BRICK SOLDER COURSE
⑤	METAL CUP FLASHING
⑥	ALUMINUM WINDOW / DOOR SYSTEM, BLACK
⑦	METAL DOOR, FRAME, PAINTED BLACK
⑧	2" DIA METAL SUPPORT POLE, BLACK
⑨	METAL ROOFING
⑩	FABRIC CANOPY
⑪	LETTERS PAINTED ON BRICK / OR SIGN
⑫	INSULATED METAL ROLL UP DOOR

HANS P. NEUMANN ARCHITECT INC.

PERSONNEL:
A3
DRAWING TITLE
ELEVATIONS

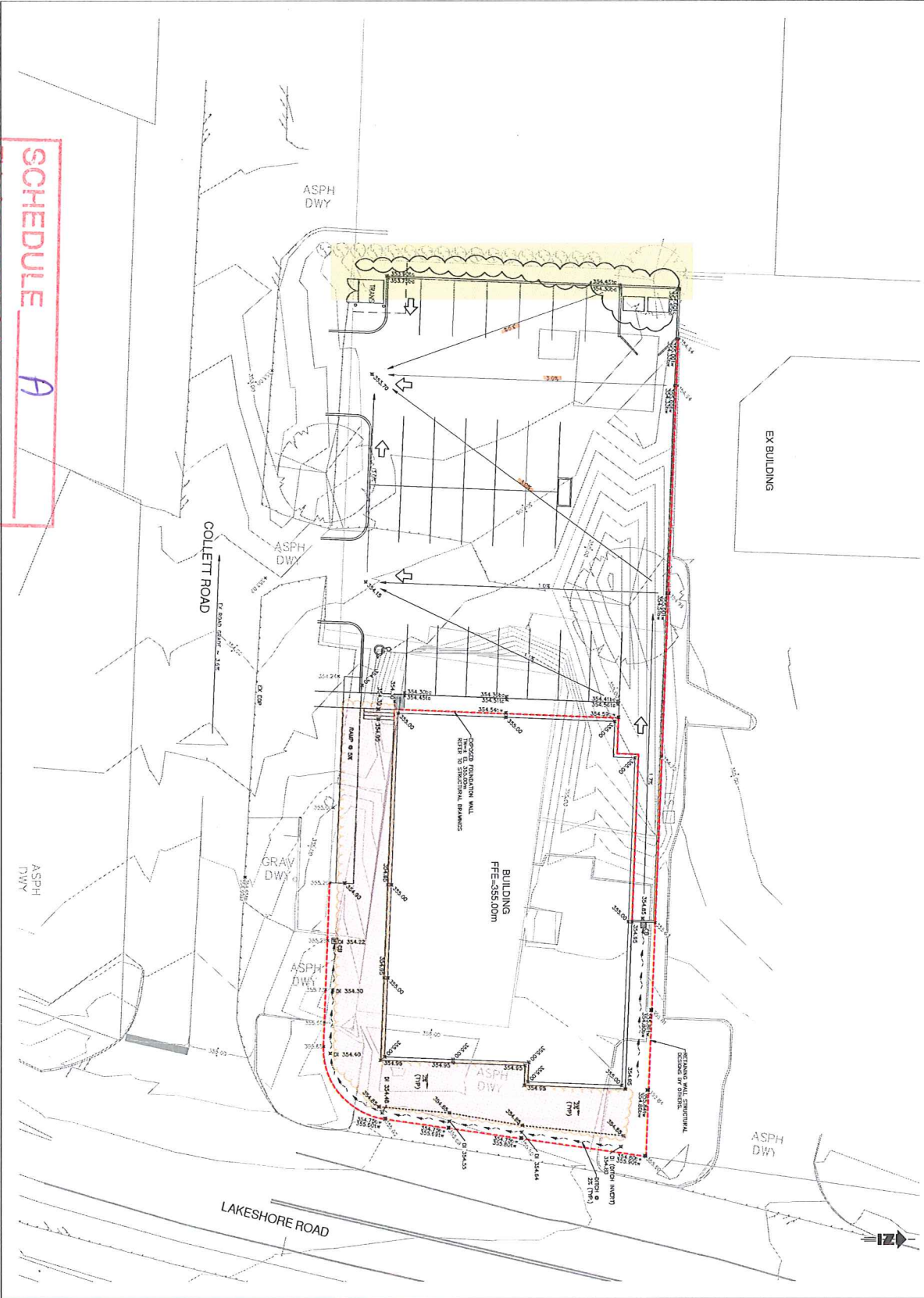
CONSULTANT
DRAWING TITLE
ELEVATIONS

PROJECT

COMMERCIAL DEVELOPMENT
4624 LAKESHORE ROAD, KELOWNA, BC.

1570 HIGHLAND DRIVE NORTH
KELOWNA, BC V1Y 4K5
PHONE: (250) 863-0678 FAX: (250) 863-0637

No.	DATE	DESCRIPTION





OUTLAND DESIGN
LANDSCAPE ARCHITECTURE

September 30, 2015

4624 Lakeshore Road
C/o Worman Commercial
#202 – 474 West Ave
Kelowna, BC V1Y 4Z2
Attn: Shane Worman

Re: Proposed 4624 Lakeshore Road Development – Preliminary Cost Estimate for Bonding

Dear Shane:

Please be advised of the following preliminary cost estimate for bonding of the proposed landscape works shown in the 4624 Lakeshore Road conceptual landscape plan dated 15.09.30;

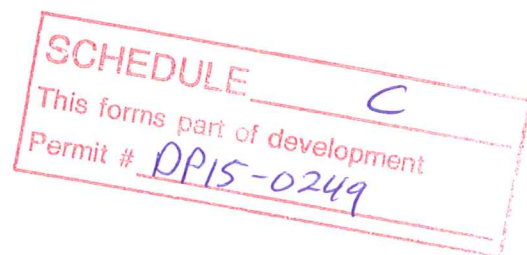
- 162 square metres (1,744 square feet) of improvements = \$13,525.00

This preliminary cost estimate is inclusive of trees, shrubs, mulch, topsoil & irrigation.

You will be required to submit a performance bond to the City of Kelowna in the amount of 125% of the preliminary cost estimate. Please do not hesitate to contact me with any questions about the landscape plan.

Best regards,

Fiona Barton, MBCSLA, CSLA
as per
Outland Design Landscape Architecture

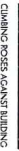
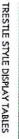


206-1889 Spall Road, Kelowna, BC, V1Y 4R2 P 250.868.9270
outlanddesign.ca

Permit # DP15-0249



Balward area to be determined by engineering conditions.



1. PLANT MATERIAL AND CONSTRUCTION METHODS SHALL MEET OR EXCEED B.C.T.N.A. STANDARDS.
2. ALL SOFT LANDSCAPE AREAS SHALL BE WATERED BY A FULLY AUTOMATED UNDERGROUND IRRIGATION SYSTEM.
3. TREE AND SHRUB BEDS TO BE DRESSED IN A MINIMUM 75cm WOOD MATCH DO NOT PLACE WEED MAT UNDERNEATH TREE AND SHRUB BEDS.
4. TREE AND SHRUB BEDS TO RECEIVE A MINIMUM 50cm DEPTH TOPSOIL LAYER.

[illegible]

www.cathartichub.org



Kulzow, BC

LEARN TO THINK

CONCEPTUAL LANDSCAPE PLAN

EQUED HOV. RIVELIN	
1	Development Permit
2	
3	
4	
5	

SUBJECT NO	15009
DESIGN BY	FO
DRAWN BY	PO
CHECKED BY	FO
DATE	SEPT 20, 2015
SCALE	1:125

SEA.



ATTENTION CHAMBER

ISSUED FOR REVIEW ONLY

CITY OF KELOWNA
BYLAW NO. 11079
Z15-0003 - Robert Volk and Gwendlyn Miller
605 Wallace Road

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

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

1. THAT City of Kelowna Zoning Bylaw No. 8000 be amended by changing the zoning classification of Lot 5, Section 35, Township 26, ODYD, Plan 18566, located on Wallace Road, Kelowna, B.C., from the RR3 - Rural Residential 3 zone to the RR3c - Rural Residential 3 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 13th day of April, 2015.

Considered at a Public Hearing on the 28th day of April, 2015.

Read a second and third time by the Municipal Council this 28th day of April, 2015.

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk

Report to Council



Date: 12/9/2015
Rim No. 0220-20
To: City Manager
From: Genelle Davidson, Financial Services Director
Subject: 2016 Financial Plan

Recommendation:

THAT Council receives, for information, the presentation from the Financial Services Director and the Infrastructure Planning Department Manager dated December 9, 2015 with respect to the 2016 Financial Plan.

Purpose:

To provide an overview of the 2016 Financial Plan.

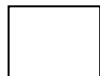
Background:

See attached memo.

Submitted by:

Genelle Davidson, CPA, CMA
Financial Services Director

Approved for inclusion:



Rob Mayne, Divisional Director, Corporate & Protective

Services

Attachments:

City Manager's 2016 Financial Plan Memo
Powerpoint Presentation

cc: Infrastructure Planning Department Manager

Memo



Date: 12/9/2015
Rim No. 0220-20
To: Mayor and Councillors
From: City Manager
Subject: 2016 FINANCIAL PLAN

I am pleased to present Council with the provisional 2016 Financial Plan. City of Kelowna staff have worked to balance the City's current financial outlook with community needs and priorities established by Council for the years ahead.

While meeting financial commitments from previous budgets, including significant commitments to police services, the 2016 budget focuses on supporting **core services, innovation, health and safety** and finding new ways to **generate revenue**.

This direction for 2016 is derived from the current financial outlook and Council's priorities for the development of a safe, vibrant and sustainable city.

Council has set the tone for its term of office and has committed to:

- be open for opportunity
- build on momentum
- be fair but firm
- provide pragmatic leadership
- foster transparency in decision making
- invest in balanced infrastructure
- be committed to responsive customer service
- focus on planning excellence

The 2016 Financial Plan presents Council with responsible choices that follow through on these priorities while keeping property taxes and fees affordable. A corporate culture of innovation and continuous improvement continues to produce the highest value for citizens when delivering Council priorities.

The recommendation presented is for a 2.14% increase for City operations and capital projects, plus previous commitments of 1.97% for the new Police Services Building and police contract cost increases, for a total 4.11% tax increase for 2016.

Core Services

2016 investments strike a balance between renewing existing infrastructure and operations while funding new assets and the requisite staff. Investment in recent years focused primarily on new assets, while spending on some existing assets and operations was deferred. We have reached a point where renewal of some assets is necessary to maintain service levels and avoid the costlier option of replacement.

The need for investment also applies to key staffing areas supporting core financial and information services, along with ongoing programs for community safety. The 2016 Financial Plan recommends staff enhancement in bylaw enforcement, police, social development, financial services and information services.

Investment in protective services is needed to build on the momentum of our declining crime rate, while investment on the social side of the equation provides pragmatic leadership to help address up-stream causes driving the need for police and bylaw services.

Meanwhile, staffing recommendations for information and financial services reflect our community's expectation for transparent decision making and sound financial management. In particular, investment in information services is required to bring staff resources to a level that meets needs for core business operations and customer expectations for mobile, online services. Statistics Canada notes that Kelowna has the highest Internet use in Canada, with 94% of residents regularly accessing Internet services.

In keeping with the City of Kelowna's foundational commitment to balance transportation infrastructure, investment is recommended to continue traffic congestion reduction efforts by increasing the appeal of alternate forms of transportation. A CN Rail Corridor Master Plan funding request recommendation, along with transit service enhancements and improvements are examples of our commitment to planning excellence.

Innovation

The process followed for this year's budget included some new measures to refine long-range cost projections. Ongoing operation costs are now factored into every 2016 capital funding request, providing more reliable data to manage the impact of new projects or services on City finances, staff resources and the community.

The 2016 provisional budget recommends investment in our organization and Information Technology infrastructure to better serve our citizens and make evidence based decisions. Website improvements will contribute to transparency and responsive customer service for our 5.5 million annual site visitors and will determine how we can deliver more e-services and open data.

The RCMP crime reduction strategy relies heavily on data analytics to root decisions in evidence that guides the most efficient deployment of resources.

Investment in expanding Kelowna International Airport ensures this City facility remains a pillar of the local economy, while also contributing to the quality of life enjoyed by our citizens.

The multi-phased expansions at YLW include construction of the new outbound baggage facility, expected to be complete in 2017. Departure lounge renovations in 2016 include modernization of retail outlets, duty-free shop, food kiosks, family centre and business centre.

These projects are not funded from taxation, but from the \$15 Airport Improvement Fee collected from each departing passenger.

Health and Safety

As stated above, investment in protective services is needed to build on the momentum of our declining crime rate. The 2016 Financial Plan takes this commitment to community safety a step further with a recommendation for a Social Development Coordinator.

This staffing recommendation reflects Council's direction to maintain a healthy, safe, active and inclusive community. As progress is made on crime reduction, attention must also be paid to address the reasons for homelessness and other concerns in our urban centres.

Investment in health and safety is also represented by continued participation in the Healthy City Strategy with the University of British Columbia Okanagan and Interior Health Authority. Similarly, the Strong Neighbourhoods program will build on successes from 2015 and facilitate more opportunities for residents to interact and engage with City services.

Ongoing efforts to encourage healthy, active lifestyles take full advantage of our natural environment. Expansion of our active transportation network continues in 2016 with the next phase of the Ethel Street corridor and construction of the John Hindle Drive connection to UBCO.

Generate Revenue

Building a great community relies on giving all citizens the best quality of life we can offer within the resources available to us each year.

An area of emphasis in the 2016 Financial Plan is to explore options to generate new streams of revenue. The City of Kelowna has pioneered this approach to annual budgeting, with 76 per cent of revenues in 2015 coming from sources other than taxation.

The City's Strategic Services branch has identified a number of opportunities to create or increase revenue, including Ogogrow sales expansion, new energy production options from the landfill and expansion of the City's fibre-optic network.

Expanding the City's dark fibre network is an example of how projects in 2016 will meet Council and City goals for this year's budget. By making dark fibre leases available to third parties, the City has created a new source of revenue, cut costs, increased high-speed communications capabilities, and contributed to setting Kelowna up as an attractive place for high-tech sector talent and business investment.

Development of a Sponsorship and Advertising Policy and Program in 2016 will support Council's direction for strong financial management by exploring revenue generation options. The program has the potential to grow over time into a million-dollar-a-year revenue stream.

The Year Ahead

Council has encouraged administration to be open to opportunity and the 2016 Financial Plan demonstrates our commitment to pursuing ideas for valuable partnerships. The City of Kelowna will continue to work with Council as catalysts and convenors, bringing parties to the table to develop partnerships that add value for service and project delivery.

We will see the economic and social benefits of these partnerships, along with investment in our facilities and programs that contribute to a healthy, active lifestyle for Kelowna residents.

That commitment includes providing the leadership necessary to bring the region's water purveyors together to work toward a strategy and approach that ensures safe and clean drinking water for the long-term.

These investments in economic and social relationships are important to create a great place to live, with services that influence the quality of life enjoyed by the widest spectrum of citizens.

A handwritten signature in black ink, appearing to read "Ron Mattiussi", with a stylized, flowing script.

R.L. (Ron) Mattiussi, MCIP
City Manager

2016 FINANCIAL PLAN COUNCIL, DECEMBER 14, 2015



AGENDA

- ▶ Overview Provisional Budget Process
- ▶ Taxation Impact
- ▶ General Fund
 - ▶ Operating & Capital
- ▶ Municipal Funds
 - ▶ Water, Wastewater, Natural Gas, Airport
- ▶ Reserves & Debt
- ▶ Assessment & Tax

2016 PROVISIONAL BUDGET

- ▶ Budget letter & guidelines Jul 3
- ▶ Division work plans completed Aug 28
- ▶ Council Outlook Sept 10
- ▶ Deadline for budget to Finance Sept 11
- ▶ Performance Measures, Accomplishments
- ▶ 2016 Drivers and Activities Oct 2
- ▶ City Managers Review Oct 20-21
- ▶ Council Overview Dec 14
- ▶ Council Review Dec 17

ANALYSIS OF TAX DEMAND

\$ Millions	2015	2016
Operating	\$112.8	120.5
General revenues	-11.9	-12.4
Taxation capital	<u>12.7</u>	<u>12.1</u>
	\$113.6	120.2
New construction revenue	-1.46	-1.96
Protective Services	1.77	1.97
Other	<u>1.43</u>	<u>2.14</u>
Tax increase	3.20%	4.11%

2016 BASE BUDGET CHANGES

▶ 2015 budget impacts:

▶ Annualized

▶ One-time

▶ Department changes

▶ Other adjustments

Base changes

\$ 2,008,000

(362,000)

57,000

354,000

\$2,057,000

2016 OPERATING BUDGET

- ▶ General Revenue
- ▶ Expenditure Reductions
- ▶ P1 Operating Requests

\$ (486,300)

(80,000)

5,764,075

Operating Changes

\$5,197,775

2016 TAXATION CAPITAL

▶ Pay-As-You-Go Tax Capital	\$12,084,140
▶ Change from 2015	(623,405)

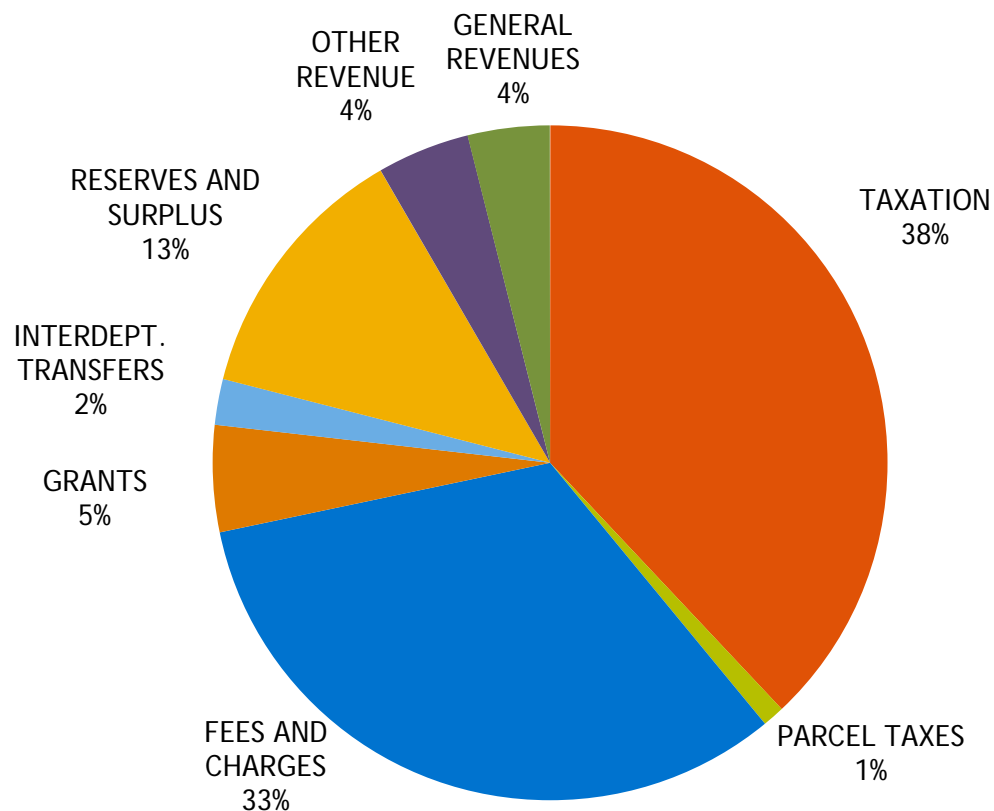
Increased pressure on operating to service new capital, Police Services Building
Innovative funding sources, ongoing revenues from BCAA desktop review, Fortis shares

2016 BUDGET SUMMARY

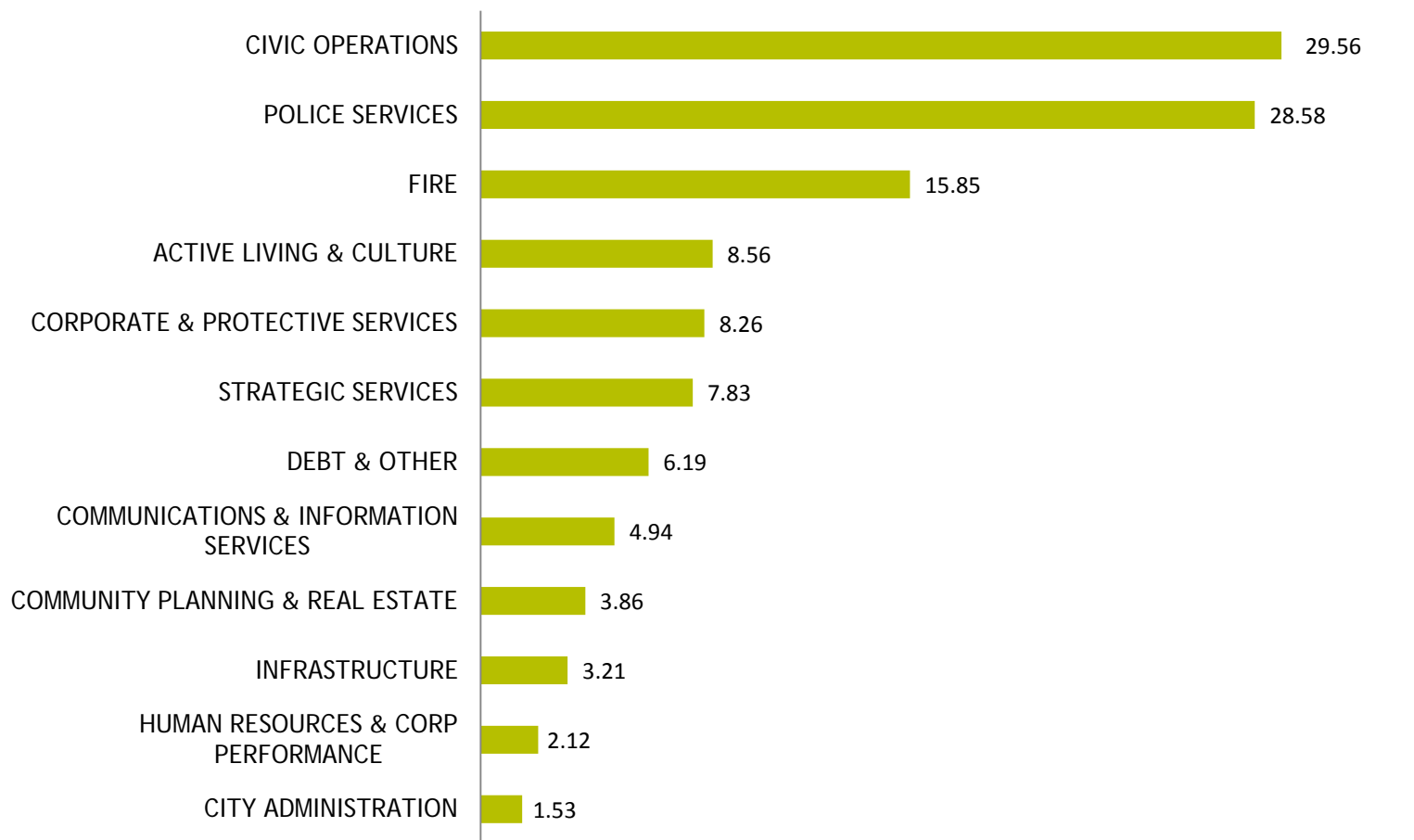
2015 Decisions	\$ 2.1 M
2016 Operating Budget	<u>5.2 M</u>
Operating Change	7.3 M
2016 Tax Capital	(0.6)M
New Construction Rev.	<u>(2.0)M</u>
New Taxation Demand	\$4.7M
Protective Services	1.97%
Other	2.14%
Tax Increase	4.11%

TOTAL REVENUE

- ▶ \$316.4 million
- ▶ Taxation demand \$120.2 million



OPERATING (GENERAL FUND)



\$120.2 M

2016 CAPITAL REVIEW



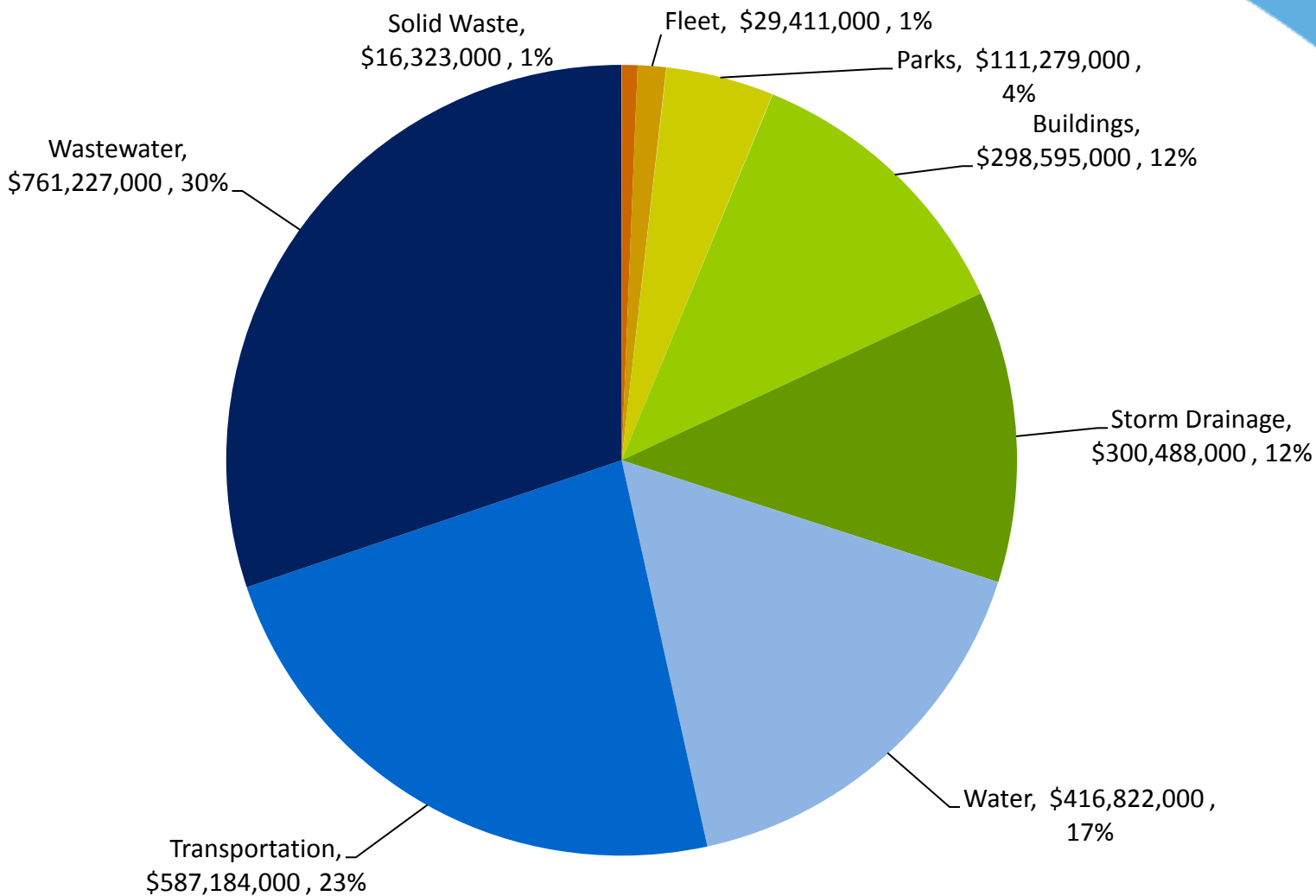
2016 CAPITAL PROCESS

- | | |
|--|---------------|
| ▶ Project Call Letter | May 6 |
| ▶ Project Request Submission #1 | Jun 19 |
| ▶ Capital (TCA) Screening | Jun 23 |
| ▶ Review Meeting #1 | Jun 25 |
| ▶ MBL Analysis & Prioritization | Jul 7-16 |
| ▶ Review Meeting #2 | Jul 23 |
| ▶ Work Plan Input and Project Charters | Jul 31 |
| ▶ Project Costing (ID) | Jul 27-Aug 25 |
| ▶ Operational Impacts (IPlan & Op) | Jul 27-Aug 25 |
| ▶ Final Review (IPlan) | Aug 25-28 |
| ▶ Submit to Finance | Sep 9 |
| ▶ City Managers Review | Oct 20 |
| ▶ Council Review | Dec 17 |

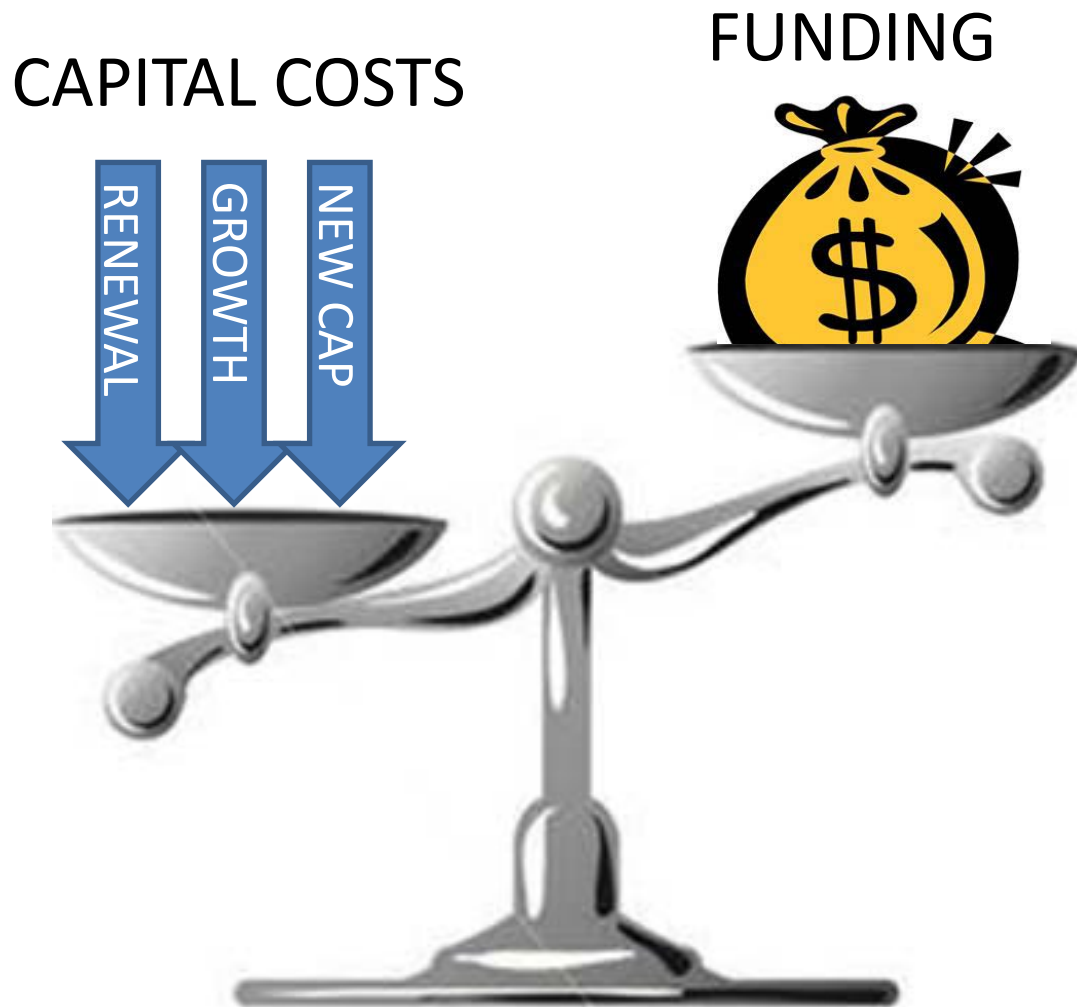
CAPITAL BUDGET PROCESS IMPROVEMENTS

- ▶ Expanded MBL review team
 - ▶ 12 person team
 - ▶ Developed MBL scoring [system](#).
- ▶ Emphasis on O&M Impacts
- ▶ Infrastructure Investment Categories
 - ▶ **Renew** - Infrastructure renewal or replacement.
 - ▶ **Growth** - Infrastructure required to support growth.
 - ▶ **New** - Infrastructure required to enhance service levels.

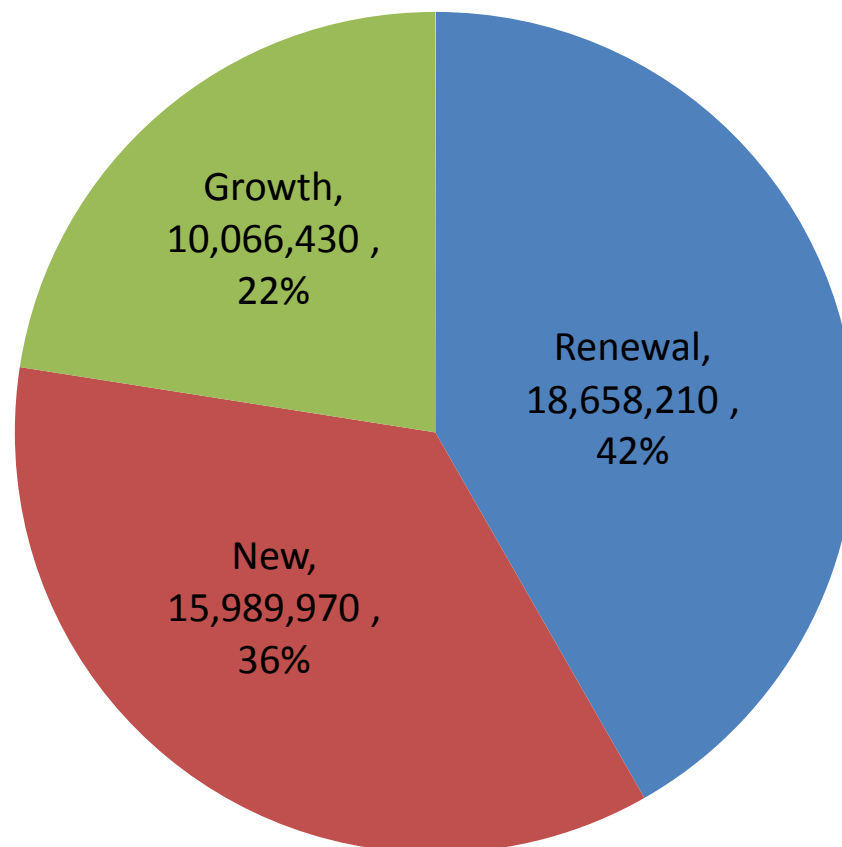
Infrastructure Value \$2.52 billion



BALANCING INFRASTRUCTURE INVESTMENT



BALANCED INFRASTRUCTURE INVESTMENTS



COUNCIL FOCUS & PRIORITY PROJECTS

OCP GOALS

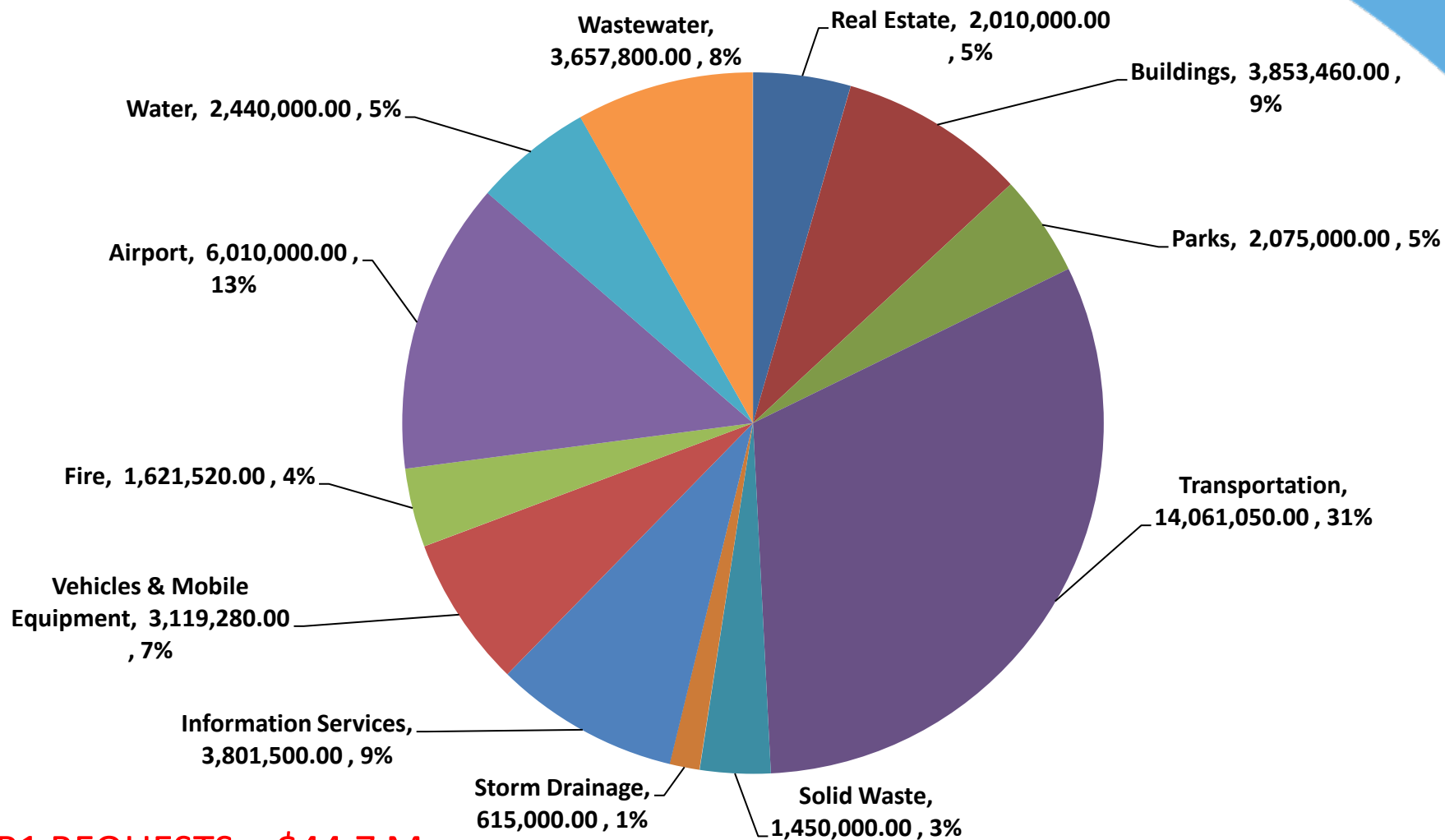
- ▶ Clean drinking water
 - ▶ \$2.44 million for water projects both to support growth and renew existing assets
- ▶ Vibrant urban centres ([Develop great neighbourhoods](#))
 - ▶ Rutland Centennial Park Redevelopment (2016 - 2020)
 - ▶ Shephard Road Extension
 - ▶ New Memorial & expanded Library Parkades (2015 - 2016)
- ▶ Health, safe, active & inclusive community
 - ▶ Parkinson Recreation Centre Planning
 - ▶ Water St Fire Hall Upgrades (2016-2017)
- ▶ Balanced transportation network ([OCP goal](#))
 - ▶ \$5.5 million investment in pedestrian, cycling and transit (40% of Transportation budget)
 - ▶ Queensway Transit Pavilion
 - ▶ Okanagan Rail Trail planning
 - ▶ John Hindle Dr (2015 - 2017)

COUNCIL FOCUS & PRIORITY PROJECTS

OCP GOALS

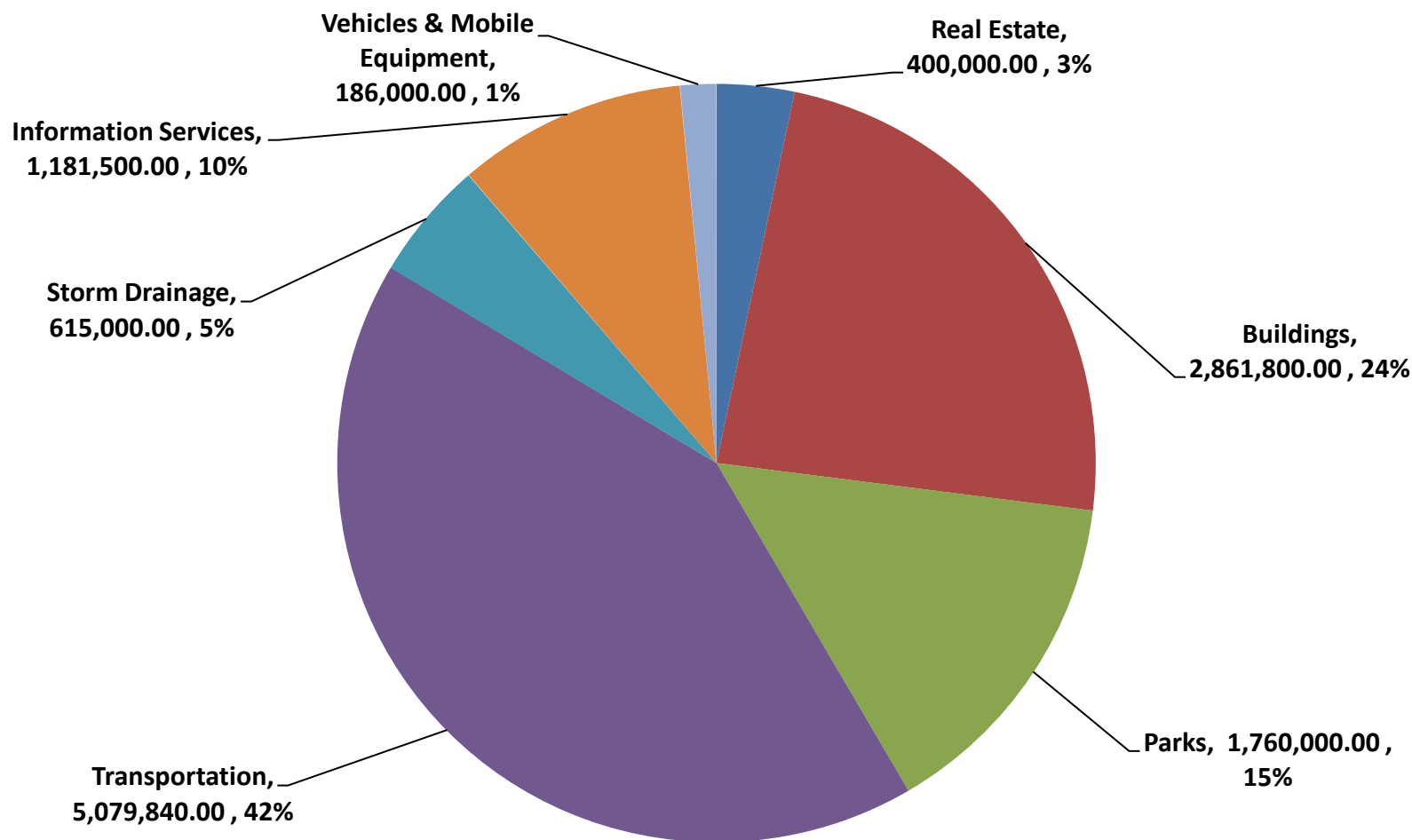
- ▶ Catalyst for business (**Foster prosperity**)
 - ▶ Fibre Optic Network Ph. 1
 - ▶ Police Service Building (2015 - 2017)
- ▶ **Provide spectacular parks**
 - ▶ Glenmore Recreation Park Design
 - ▶ Upper Mission Trail Building Partnership
 - ▶ Kerry Park Design
- ▶ **Protect and enhance natural areas**
 - ▶ Canyon Falls Park, Upgrades
 - ▶ Storm Drainage - Oil/Water Separator
- ▶ **Improve efficiency and performance of buildings**
 - ▶ Rutland Arena - Dehumidifier Replacement
 - ▶ Yards Boiler Replacement

2016 CAPITAL REQUESTS



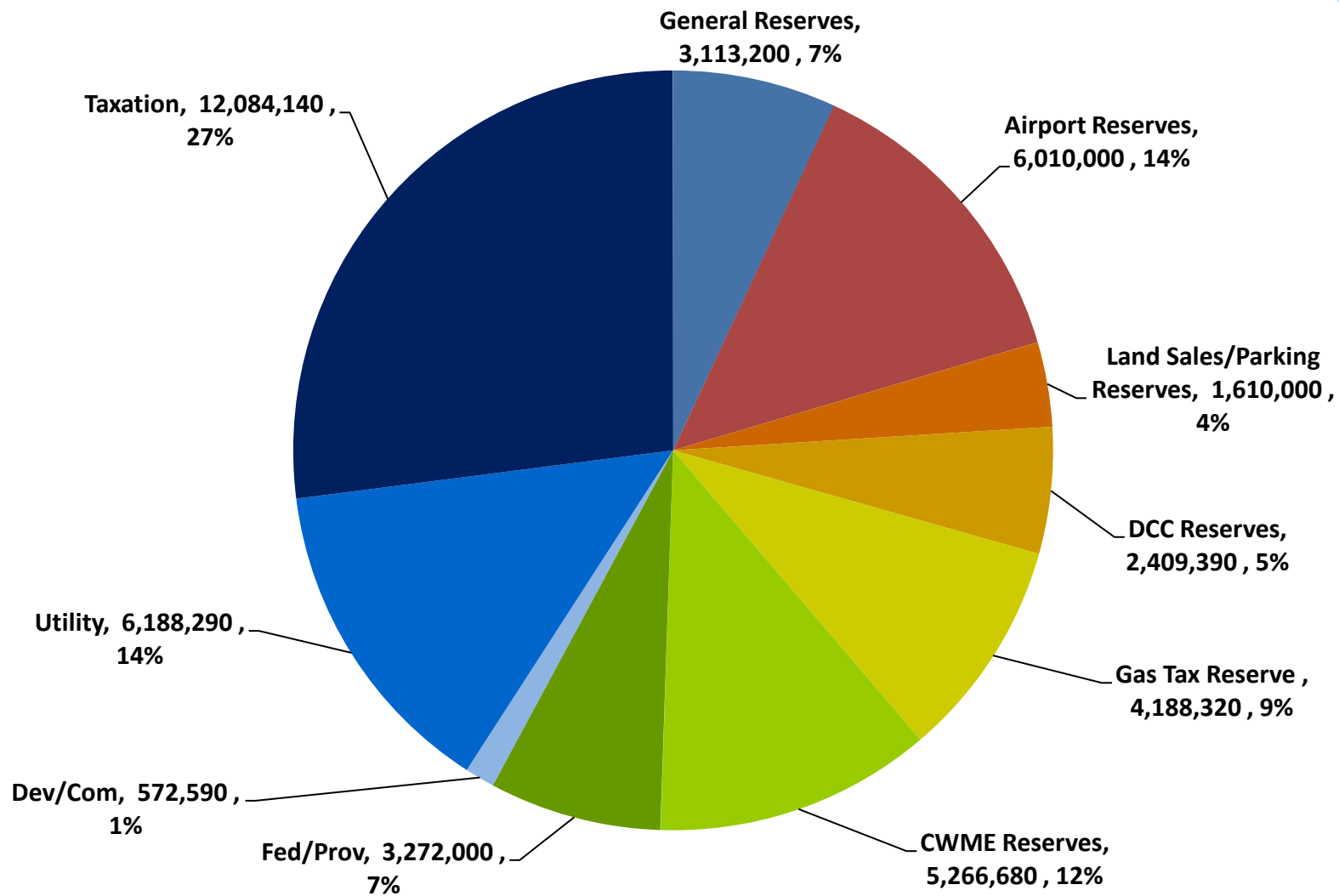
P1 REQUESTS = \$44.7 M

2016 TAXATION REQUESTS



P1 TAX FUNDING = \$12.08 M

2016 CAPITAL FUNDING



CAPITAL BUDGET COMPARISON

Measures	2013	2014	2015	2016
Total Projects (P1)	118	108	111	106
Capital Budget	\$82M	\$101M	\$93M	\$44.7M
Total Taxation	\$14.0M	\$14.1M	\$12.9M	\$12.1M
Grants	\$3.4M	\$4.7M	\$7.7M	\$3.3M
Big Rocks	Parkades, Bernard, Transit, Airport Expansion	RCMP, Lakeshore Bridge, Queensway Transit	John Hindle, Lakeshore Rd, Heritage, Airport Expansion	Roads Resurfacing, Ethel Street AT, Land Purchases, Fibre Network, Asset Renewal

OTHER MUNICIPAL FUNDS

- ▶ Water Utility
- ▶ Wastewater Utility
- ▶ Natural Gas Fund
- ▶ Kelowna International Airport

WATER UTILITY

▶ Revenue	\$14.0 M
▶ Operating Cost	\$9.8 M
▶ Capital Program	\$1.9 M
Planned Surplus	\$2.3 M



WASTEWATER UTILITY

▶ Revenue	\$23.4 M
▶ Operating Cost	\$18.7 M
▶ Capital Program	\$3.5 M
Planned Surplus	\$1.2 M



NATURAL GAS

- ▶ Revenue
- ▶ Operating Cost
- ▶ Capital Program
- Planned Deficit

\$4.2 M
\$4.6 M
\$0.0 M
(\$422,000)

AIRPORT

- ▶ Revenue
- ▶ Operating Cost
- ▶ Capital Program
- Planned Surplus

\$31.0 M

\$31.0 M

\$6.0 M

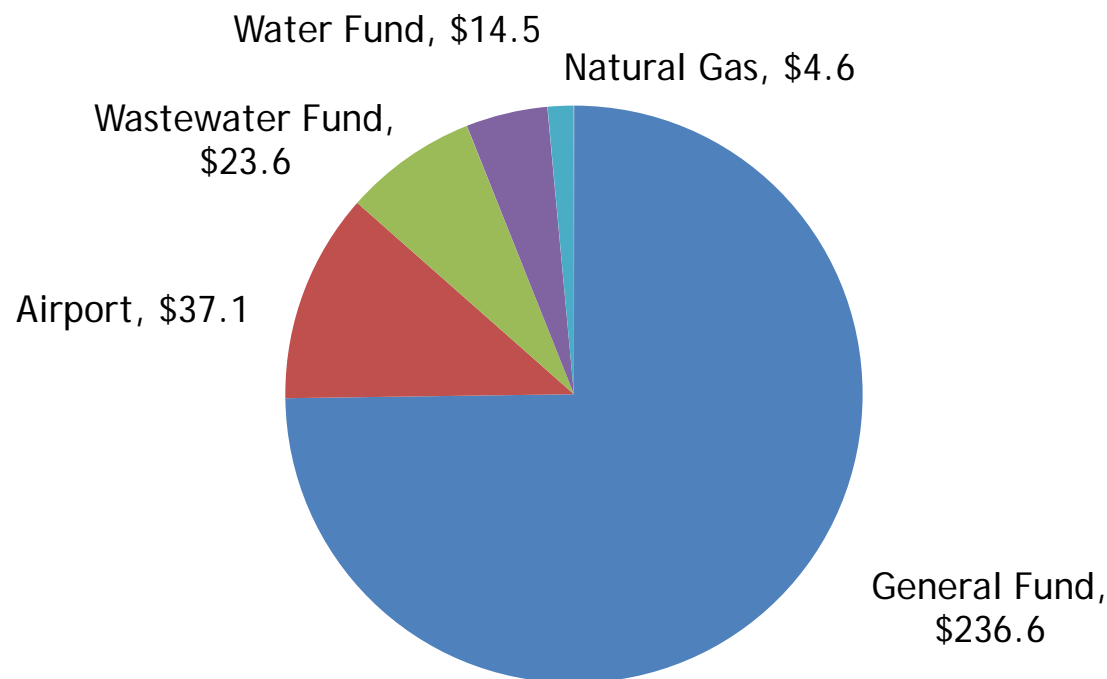
\$0



Your Link to the 160ld

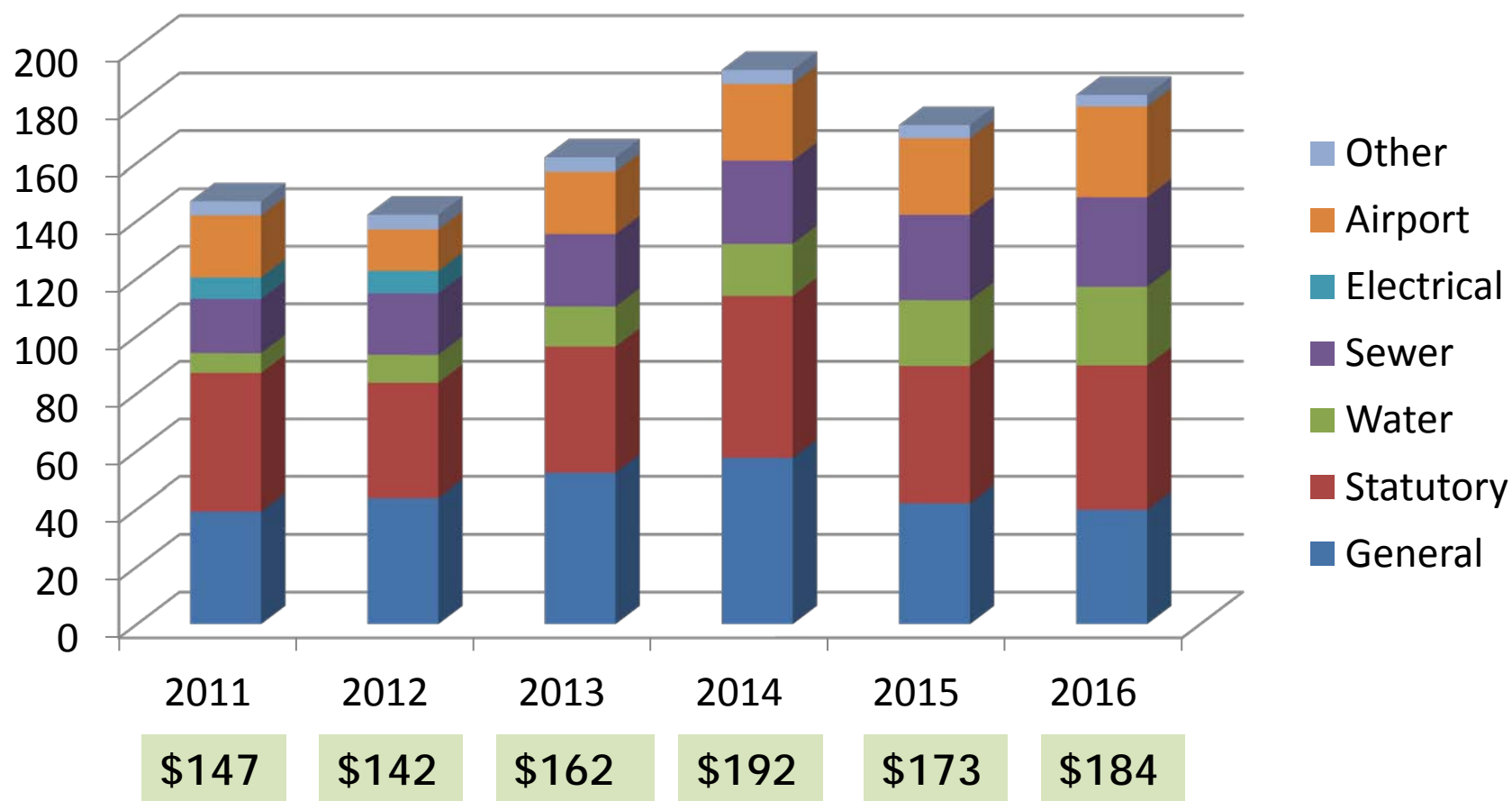
EXPENDITURES (BY FUND)

TOTAL \$316.4 M

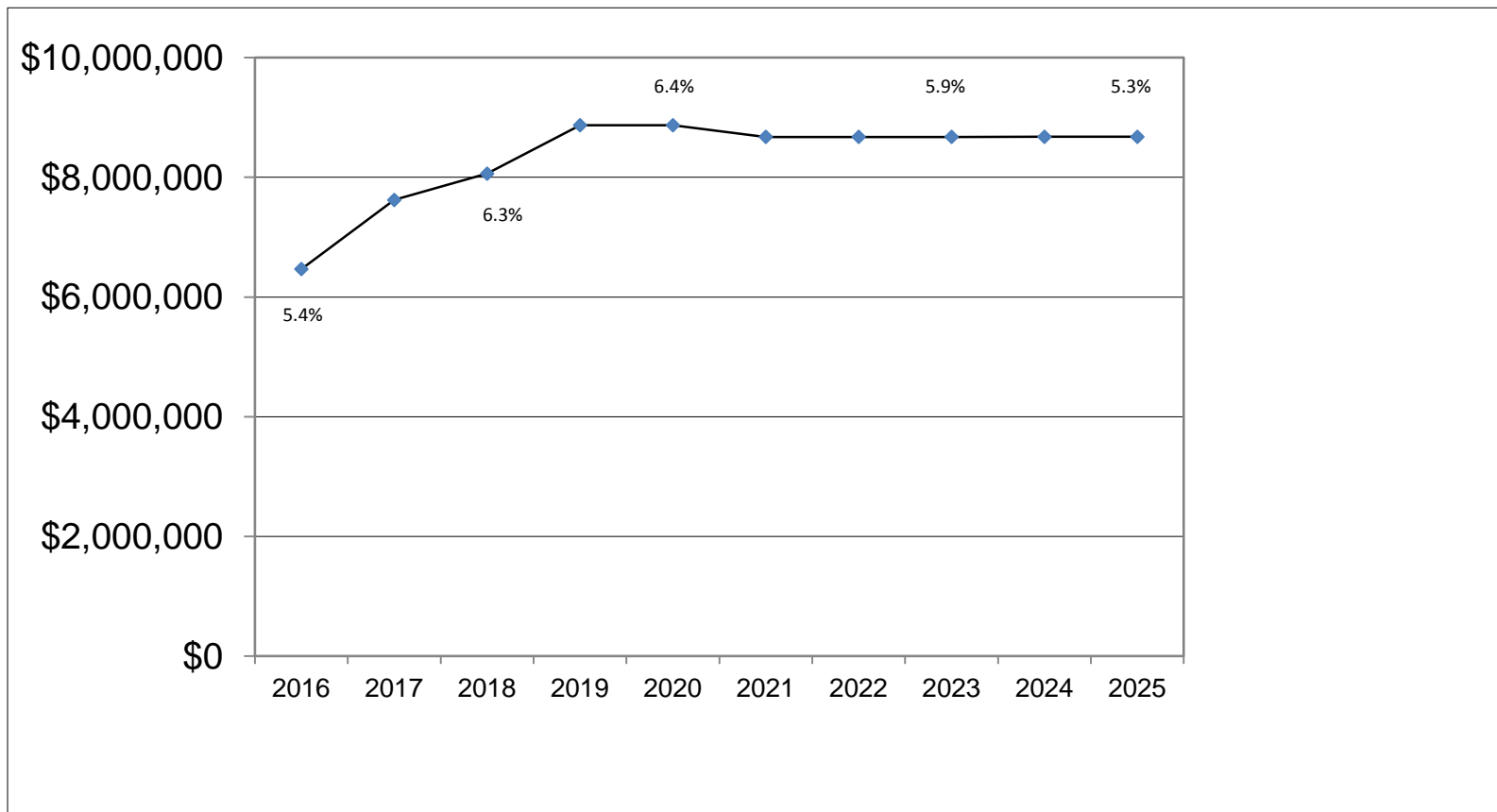


RESERVES AND DEBT

RESERVE BALANCES (MILLIONS \$'S)



GENERAL FUND

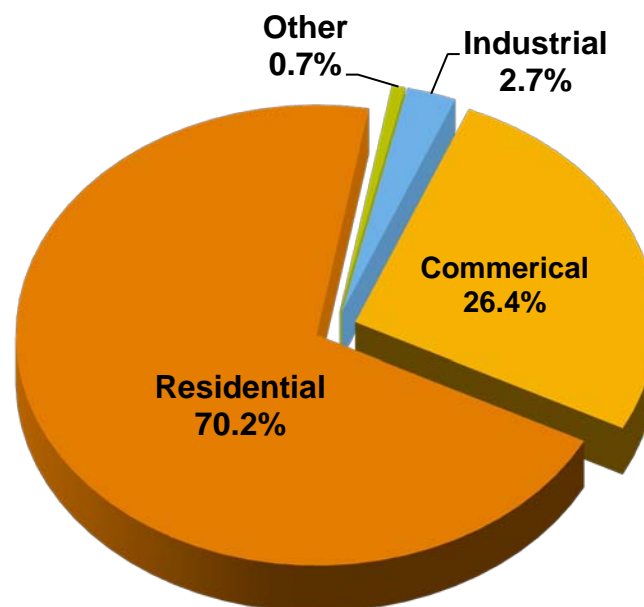
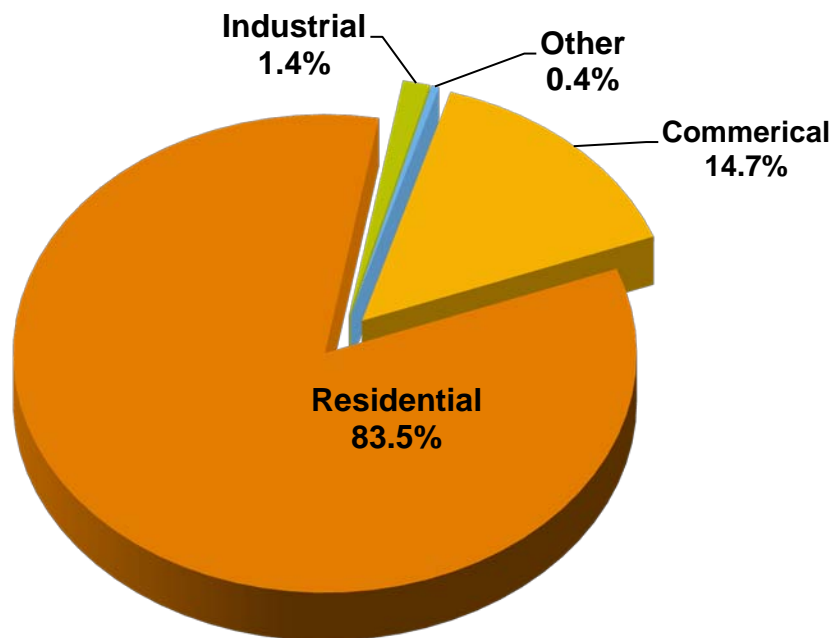


ASSESSMENT & TAX

ASSESSMENT VS TAXATION REVENUE

▶ Assessment \$27.3 B

▶ Revenue \$120.1 M

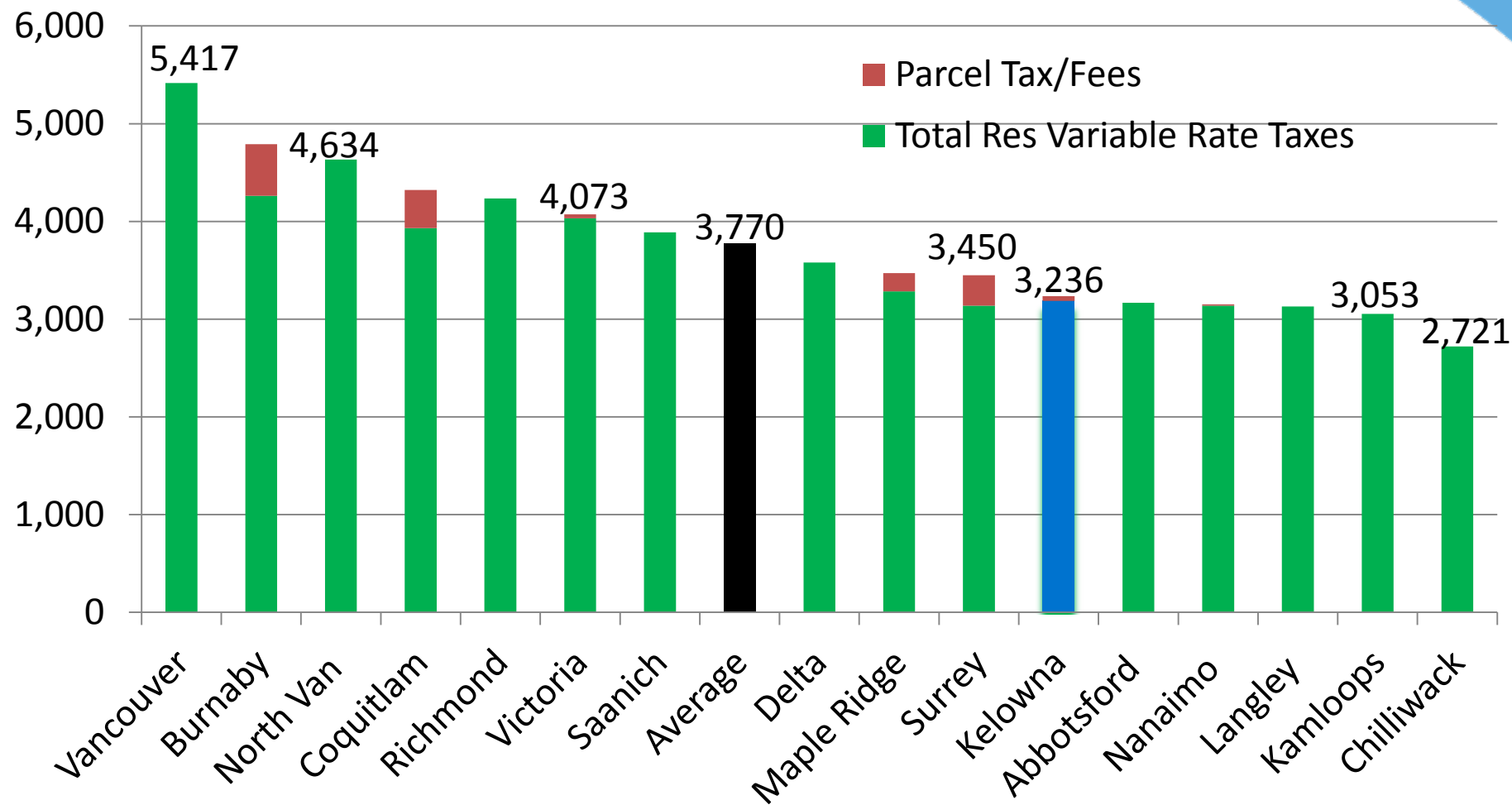


TAXATION IMPACT

- ▶ Average Single Family Home assessed at \$502,340
- ▶ Municipal Tax est. \$1,860.84 for 2016
- ▶ Increase approx \$73 year or \$6 month

2015 TAX INFORMATION

> 75K



City Hall

Residents

Business

Visitors

Search

> [Home Page](#) > [City Hall](#) > [City Departments](#) > [Financial Services](#) > [Inside the City Budget](#)

>Budget Homepage

Budget Process

Budget document centre

Where the money comes from

Where the money goes

2030 Infrastructure Plan

Inside the City Budget

Council deliberations of the provisional 2016 Financial Plan take place Thursday, Dec. 17.

Creating a great place to live takes vision, commitment and thoughtful financial planning. In Kelowna, the bold goal of the [annual budget process](#) is to create the best city of its size in North America. What lifts Kelowna above other cities is the quality and quantity of [services](#) offered within the financial limits of the annual budget.

The City of Kelowna's annual budget aims for a balance between setting a reasonable [tax rate](#) and delivering services expected by residents and businesses. Check out the [2030 Infrastructure Plan](#) to see how the City is planning for the future.



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e-updates



For more detail, check out the [extended video](#).

2016 FINANCIAL PLAN REVIEW

December 17, 2015
9:00 a.m.
Council Chambers

Report to Council



Date: December 7, 2015
File: 0610-20
To: City Manager
From: Kari O'Rourke, Community Engagement Consultant
Subject: Engage Policy and Program

Recommendation:

THAT Council receives, for information, the report from the Community Engagement Consultant dated December 7, with respect to the City's Engage Policy and Program.

Purpose:

To provide information regarding Council's Engage Policy.

Background:

The City of Kelowna recognizes that the decision-making process is improved by engaging citizens and other stakeholder when appropriate.

In January 2013, Council endorsed the public engagement guiding principles to set out what the public can expect from the City, while retaining flexibility in the way individual departments execute the implementation of policies, projects and initiatives. The endorsement of an engagement policy by Council in April 2014 provides a foundation that ensures there is a consistent and effective approach to City-led public and stakeholder engagement throughout all divisions of the organization where Council is the decision maker.

The Engage Policy achieves the following objectives:

- a) Aligns with City Council priorities and the City's corporate focus of "Engaged Communities"
- b) Supports City Council's decision making by providing information on citizens' and stakeholders' opinions
- c) Ensures consistent and clear practices for involvement and/or information sharing
- d) Ensures an appropriate level of public engagement based on assessed community impact and benefit
- e) Identifies the parameters and resources for public engagement
- f) Ensures adherence to the Public Engagement Guiding Principles

Engage Program

The Engage Program utilizes the International Association of Public Participation (IAP2) framework, an international standard, to identify the level of engagement and right-sizing resources to ensure decision makers have complete information.

Community Engagement staff review annual work plans to determine which projects can be supported internally and identify additional resources when staff is at capacity. The Engage Program equips staff with tools to deliver the appropriate process and maintain consistency and efficiencies.

Community Engagement staff have supported more than 50 projects over the past two years of varying scope. Such as CN Rail Corridor Acquisition, Bernard Avenue Revitalization, Parking Management Strategy and Downtown Plan.

Training and Resources

Community Engagement staff has hosted IAP2 training over the past two years for 22 staff, an important objective of the program. Ongoing formal and informal staff training will be required in key positions to ensure integrity of the public process is maintained and efficiencies are gained.

All engagement activities are identified within approved project plans. Project managers are responsible for securing resources, expertise in IAP2 practices or equivalent skills and/or and funding through annual work planning and budget processes.

RFP Processes

Earlier this year Community Engagement staff worked with the Infrastructure Division and Purchasing Department to stipulate standards for IAP2 expertise when consultants are submitting proposals that require public engagement to preserve standards.

The Engage Program is also being shared with consultants and developers to aid their efforts in proactive community engagement.

Next Evolution

Providing options for residents to get involved without barriers is necessary to extend the City's reach beyond traditional methods. Community Engagement staff continue to monitor and evaluate engagement processes from face-to-face to online tools.

Successful engagement requires appropriate use of research, a mix of channels, targeted communications and techniques and adequate time for execution.

Our Rutland was a good example of a successful hybrid of engagement options conducted in two phases during 2014 over a six month period that saw more than 5 per cent of the neighbourhood population participate online in a meaningful way. In the future, Community Engagement staff will continue to work toward eliminating barriers for those affected or interested in a decision.

Staff will prepare a business case in 2016 to outline options and financial considerations for the next evolution of the City's online engagement platforms. At the same time, staff will enhance relationships between the City and its residents through cross-departmental

opportunities such as Strong Neighbourhoods and other community programs with timely and relevant input or inform opportunities.

Summary

Best practices in community engagement acknowledges all involved and brings citizens' values into the process along with the technical, financial and environmental consideration to facilitate sustainable decisions.

By providing the right information, at the right time, in the right way, it reduces misinformation and arms citizens with the facts to make an informed opinion.

Efficiencies are gained and greater confidence in the City's public processes will continue to increase over time with each successful project.

IAP2 Framework

The IAP2 Goals and contributing promise to those involved are noted in the framework below:



Existing Policy:

Council Policy #372 - Engage Policy

Considerations not applicable to this report:

Legal/Statutory Authority:

Legal/Statutory Procedural Requirements:

Financial/Budgetary Considerations:

Personnel Implications:

External Agency/Public Comments:

Communications Comments:
Alternate Recommendation:

Submitted by:

K. O'Rourke, Community Engagement Consultant

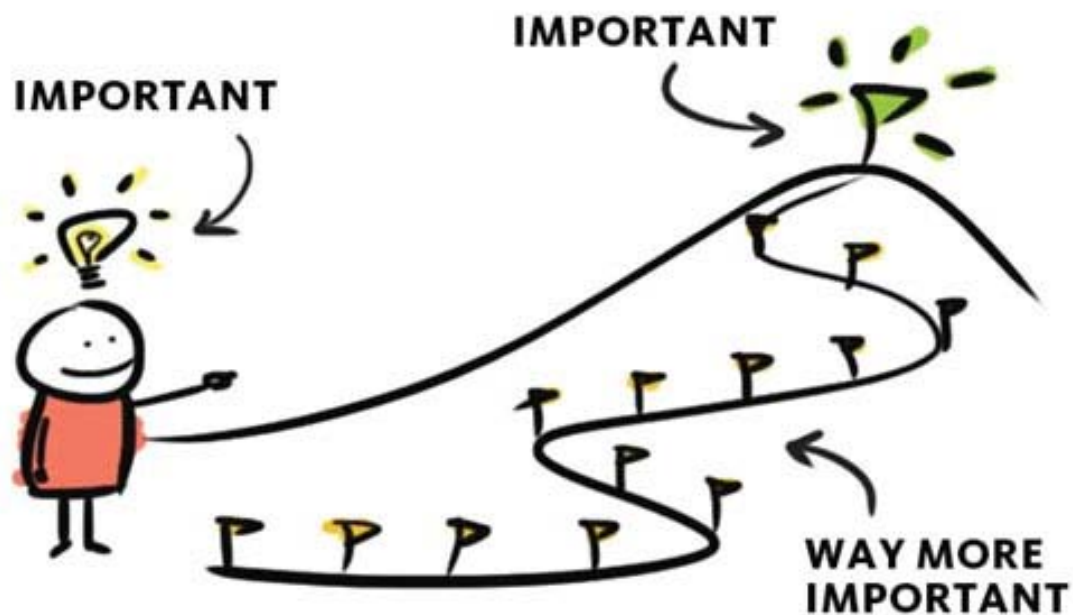
cc: Carla Weaden, Communications & Information Services Div. Director

ENGAGE POLICY

INVOLVEMENT MATTERS



PURPOSE



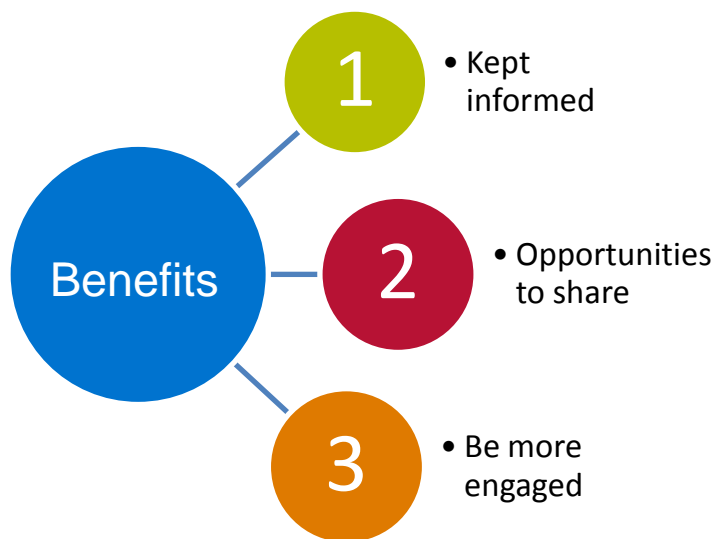
WHAT DOES IT ACHIEVE?



HOW DID WE GET HERE

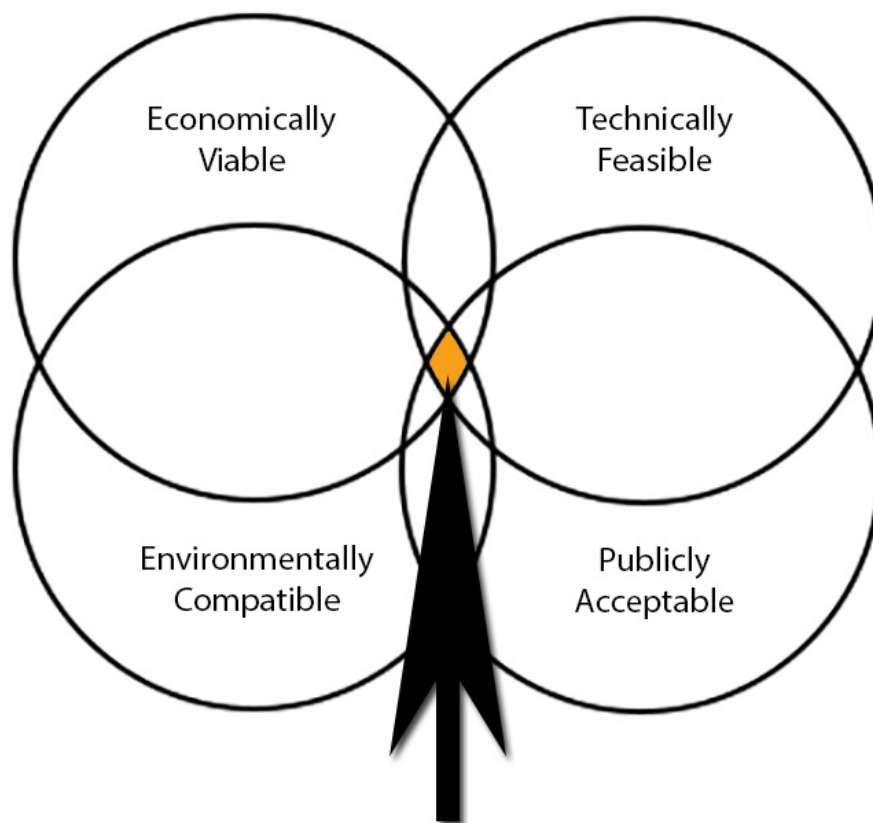


COMMUNITY INPUT OUTCOMES



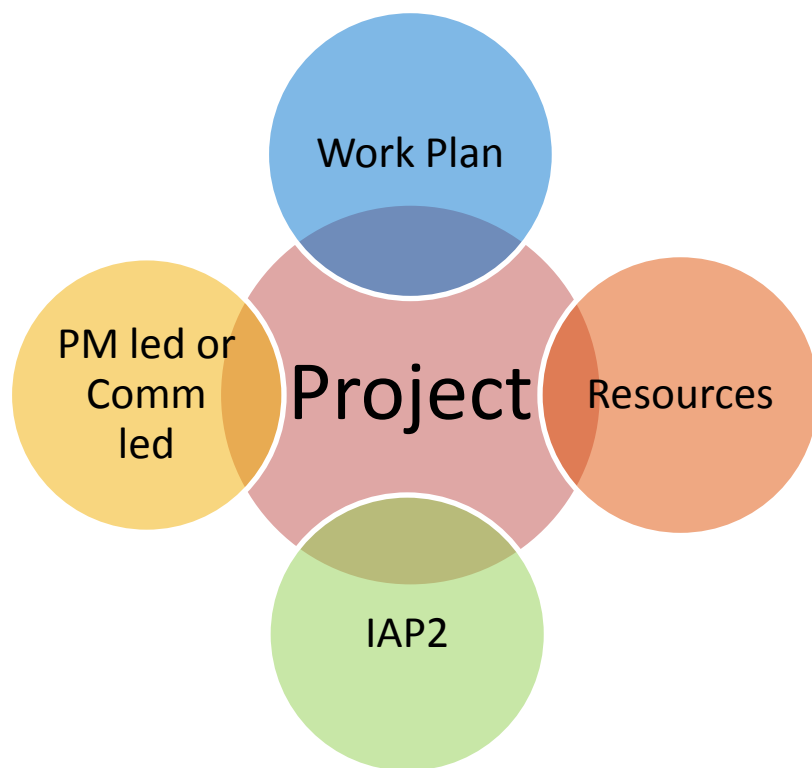
**Qualitative results based on 588 responses*

POLICY & RESOURCES



Sustainable Decisions

COMMUNICATIONS WORK PLANNING



ENGAGE PROCESS

1

Assess Level of Community Impact

- LEVEL 1** High impact city wide
- LEVEL 2** High impact on select area and or defined group(s)
- LEVEL 3** Moderate impact city wide
- LEVEL 4** Moderate impact on group/ neighbourhood/business district

2

Identify Appropriate Goals of Public Engagement

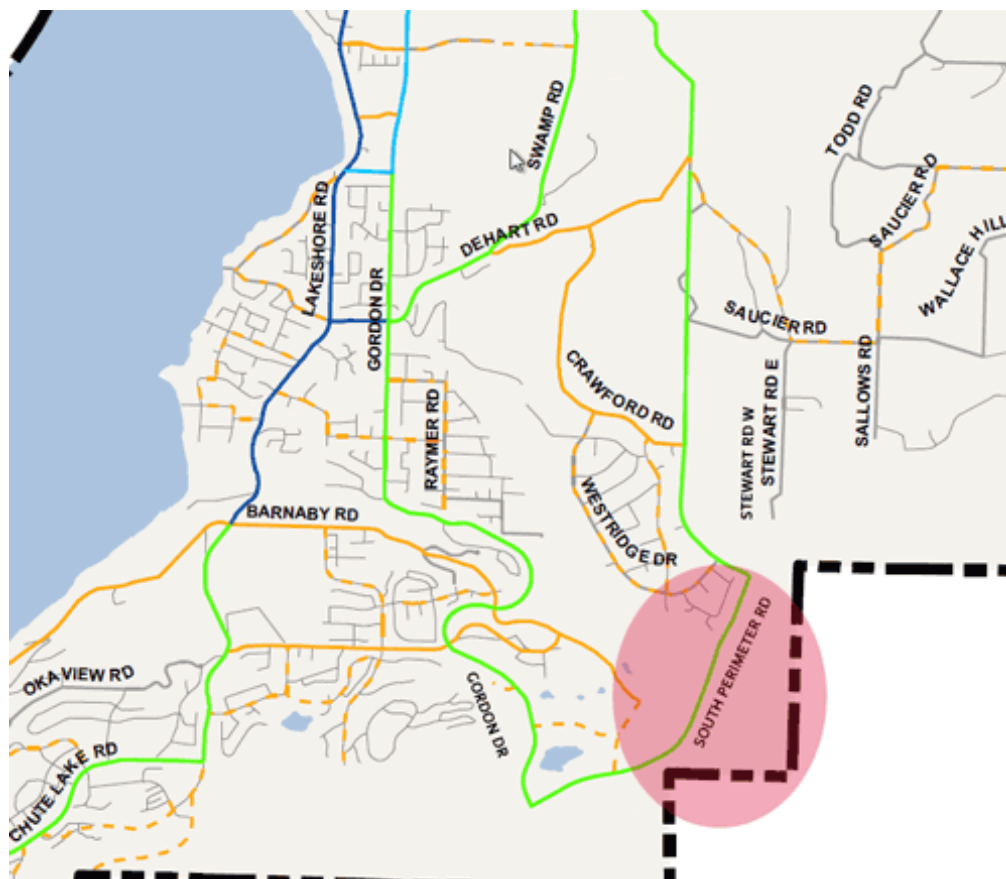


3

Develop Public Engagement Plan



EXAMPLE SOUTH PERIMETER ROAD



COUNCIL RESOLUTION

- ▶ THAT Council direct staff to solicit community input on the implications on priorities and sequencing of other Mission DCC Road Improvements should the Gordon Drive Extension and South Perimeter Road proceed in the near future.

DETERMINING THE PUBLIC PROCESS

- ▶ South Perimeter Road
 - ▶ Level 2 (high impact to geographical area)
 - ▶ Assess the issue or the problem we are trying to solve
 - ▶ Seek input from the community to determine level of support of delaying future Ok Mission road improvements to accommodate the acceleration of SPR


ENGAGEMENT GOALS

- ▶ Consult directly impacted
 - ▶ Residents adjacent to SPR and surrounding neighbourhoods
 - ▶ Bellevue Creek park users
 - ▶ Residents Association(s)
 - ▶ Developers
 - ▶ General public



- ▶ Complex
- ▶ Diverse opinions
- ▶ Sensitivity

Objectives

- 
1. Inclusive
 2. Clear and transparent
 3. Quality data

INCLUSIVE PROCESS

- ▶ Bringing people together
- ▶ Collection of information
- ▶ Allow enough time

CLEAR AND TRANSPARENT

- ▶ Present information in clear language
- ▶ Create awareness of decision to be made and consequences

QUALITY DATA

- ▶ Statistically valid survey
 - ▶ Sample / quotas across the Ok Mission and SE Kelowna areas
 - ▶ Identify area road network priorities unaided
 - ▶ Proposal for consideration and consequences
 - ▶ Gauge level of support

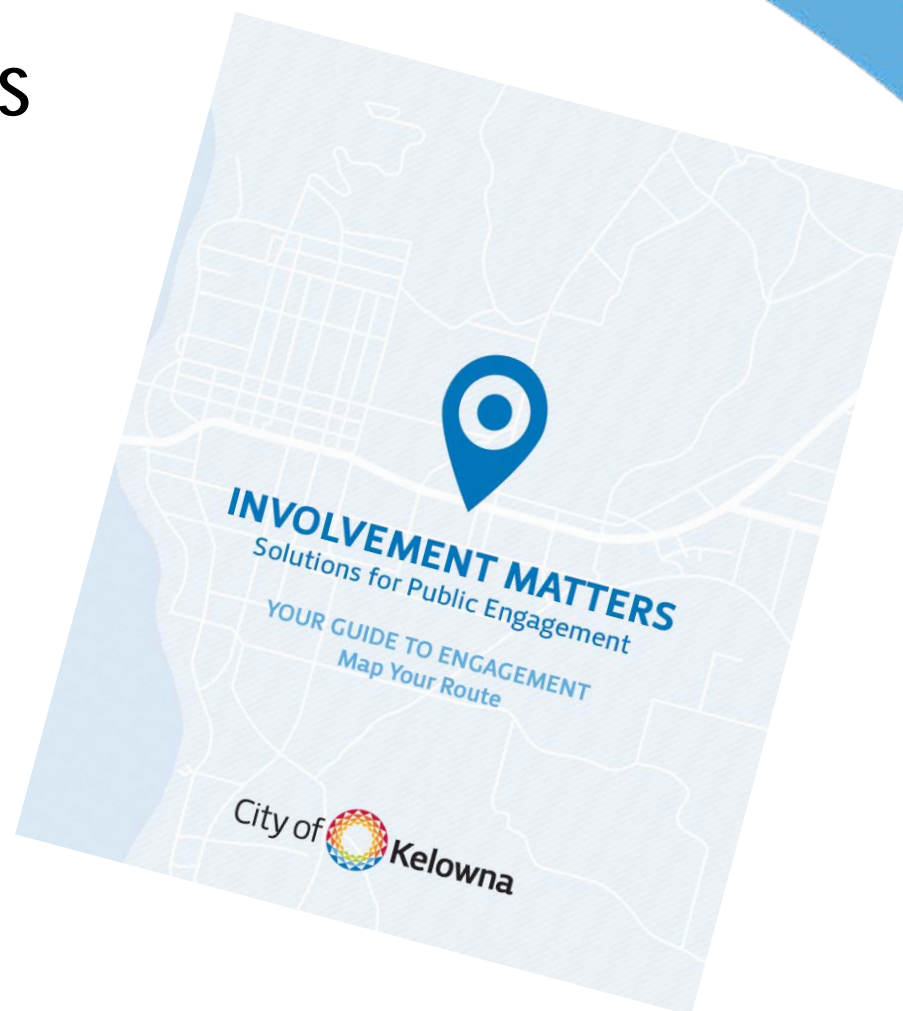
CLOSING THE LOOP

- ▶ Decision
- ▶ Next steps
- ▶ Timelines

SET UP FOR SUCCESS

- In-house training
- Guide to help staff
- Templates
- Worksheets

To come:
Case Studies and Evaluations



CONCLUSION

- ▶ Knowing from doing
 - ▶ past experiences
- ▶ Understanding our citizens
 - ▶ Accessing information
 - ▶ Preferences for engagement

Report to Council



Date: December 14, 2015
File: 0910-01
To: City Manager
From: Greg Wise, Bylaw Services Manager
Subject: Southern Interior Bylaw Adjudication Report to Council 2015

Recommendation:

THAT Council receives, for information, the Report of the Bylaw Services Manager dated December 14, 2015 with respect to the Bylaw Adjudication System Update;

AND THAT Bylaw No. 11177, being Amendment No. 14 to Bylaw Notice Enforcement Bylaw No. 10475 be forwarded for reading consideration;

AND THAT Council approves the renewal of the Southern Interior Bylaw Notice Dispute Registry Agreement including the addition of the City of Enderby as a partner;

AND FURTHER THAT the Mayor and City Clerk be authorized to execute the renewal of the Southern Interior Bylaw Notice Dispute Registry Agreement.

Purpose:

To provide Council with an update on the Bylaw Adjudication System and to make minor amendments to the Establishment Bylaw; and to renew the Southern Interior Bylaw Notice Dispute Adjudication Registry Agreement and add the City of Enderby to the Agreement.

Background:

In October 2003, the Province of British Columbia enacted legislation providing an alternative approach for processing and resolving minor bylaw infractions, the *Local Government Bylaw Notice Enforcement Act*.

Prior to the *Local Government Bylaw Notice Enforcement Act* (the Act), there were three main strategies used by local governments to deal with a problem:

1. Seek voluntary compliance;
2. Issue a traffic "offence notice" for various offences seeking voluntary payment of a prescribed fine; or

3. Initiate formal court proceedings by issuing a Municipal Ticket Information (MTI) or swearing an Information and issuing a Summons.

Over the past fifteen years, there have been various calls for bylaw reform with respect to enforcement and prosecution. Calls for reform have come from the Union of British Columbia Municipalities (UBCM), the Hughes Commission on Access to Justice and the Chief Judges' Task Group on Sitting Justices of the Peace. In response to these calls, the Province enacted the *Local Government Bylaw Notice Enforcement Act*.

Under the Act, local governments may establish a local government bylaw dispute adjudication system, more simply known as an adjudication system, which replaces the Provincial Court as the venue for resolving disputes of minor municipal bylaw breaches.

An initiative, led by the City of Kelowna, involving nine Okanagan local governments resulted in the Southern Interior Bylaw Notice Dispute Registry being established in January 2011, and three additional local governments have since been or are in process of being added.

Prior to this anyone wishing to dispute a minor bylaw violation such as a parking ticket was required to appear in BC Provincial Court which was an expensive and time-consuming process for the disputant, the Provincial Court System and the local municipality.

Staff investigated partnerships with other local Okanagan Governments with the intent of delivering a simple, fair and cost effective method of enforcement of minor Bylaw infractions.

A five year cost sharing agreement was entered into with the following local governments:

City of Kelowna	City of West Kelowna	District of Peachland
City of Penticton	District of Lake Country	District of Coldstream (2014)
District of Summerland	Regional District of Okanagan Similkameen	Central Okanagan Regional District (2013)
Town of Oliver	City of Vernon	City of Enderby (2016)

By implementing a joint adjudication system, the local governments involved created the mechanism where all minor bylaw matters could be resolved through a streamlined process. The new system saves taxpayer dollars and allows provincial and local government resources to be used more efficiently and effectively. As well, individuals challenging tickets issued for minor infractions have had their dispute heard in a timelier manner than going through the court system.

The current agreement expires on December 31st, 2015 and is need of renewal. City of Enderby has recently been granted permission by the Province to issue tickets under the *Local Government Bylaw Notice Enforcement Act* and staff recommend the City of Enderby be included as part of the Southern Interior Registry.

SOUTHERN INTERIOR BYLAW NOTICE ADJUDICATION

The system is authorized by the Province to operate as a dispute resolution forum for handling minor bylaw offence ticket disputes. While there is one combined system for all of the participating local governments, each maintains their own bylaws, penalties and policies with respect to compliance with the bylaws. The Bylaw Notice Dispute Adjudication System

allows municipalities to deal with bylaw ticket disputes for minor infractions at the local level more effectively than through the Provincial Court system and offers a more streamlined process for paying and collecting fines.

Persons who receive a bylaw offence notice will have the opportunity to dispute violations out of court via a provincially appointed adjudicator who will hear all disputes. (Typically adjudicators are retired former provincial court judges or judicial justice's of the peace). The adjudication calendar and bookings for all coordinated municipalities are managed by Kelowna City Bylaw staff.

Adjudication sessions have been scheduled monthly since mid-2011, including two annually in both Penticton and Vernon and the balance in Kelowna.

Screening Officer

One of the benefits of the system is the ability to designate City staff as "Screening Officers." Screening officers act as "gatekeepers" to the adjudication system by reviewing all disputed Bylaw Notices prior to adjudication. This review, between the screening officer and disputant, creates a number of efficiencies for the system. The screening process results in a number of disputed Bylaw Notices avoiding adjudication, resulting in cost and time savings. The screening officer has the authority to cancel a Bylaw Notice if upon review of evidence he or she believes that there is an error on the face of the ticket, or that the required information is missing from the Notice. The local government may also permit the screening officer to cancel a Bylaw Notice in other circumstances set out in policy by the local government. The screening process is also educational as screening officers explain the bylaw in question to disputants, allowing the public to better understand bylaws, and in some cases, realize the errors they may have made. This causes some citizens to withdraw their notice to dispute following their discussion with the Screening Officer.

Staff recommend amending section 7.2 of the Bylaw Notice Enforcement Bylaw to update position title changes and add "Parking Services Manager" and "Parking Operations Coordinator" and "Licence and Bylaw Enforcement Officer" as a designated Screening Officer Option.

Compliance Agreements

A Screening Officer may enter into a compliance agreement for certain types of charges, with a person who has received a Bylaw Notice. A compliance agreement will include acknowledgement of the contravention of the bylaw and will typically set out remedies or conditions on future behavior to be performed within a designated period of time, and reduce or waive the fine at the conclusion of that period.

Staff have experienced increased success over the past four years, resolving many infractions including some City land use and zoning files with the use of compliance agreements. This has been a successful tool in bringing many properties into full compliance in a timelier manner, which in the past would have resulted in outstanding fine amounts being left unpaid, or required costly court proceedings.

Appeals

The decision of the adjudicator is final and the Act does not allow for appeals. If a failed disputant or the local government feels that the adjudicator exceeded his or her authority, or made an error at law, the person or local government may seek relief in the Supreme Court of British Columbia under the *Judicial Review Procedure Act*.

Internal Circulation:

Divisional Director, Corporate & Protective Services

Legal/Statutory Authority:

Local Government Bylaw Notice Enforcement Act

Legal/Statutory Procedural Requirements:

Bylaw No. 11177, being Amendment No. 14 to Bylaw Notice Enforcement Bylaw No. 10475

Considerations not applicable to this report:

Existing Policy:

Financial/Budgetary Considerations:

Personnel Implications:

External Agency/Public Comments:

Communications Comments:

Alternate Recommendation:

Submitted by:

Greg Wise, Bylaw Services Manager

Approved for inclusion:
Services



R.Mayne, Divisional Director, Corporate & Protective

cc: Parking Services

**SOUTHERN INTERIOR BYLAW NOTICE DISPUTE ADJUDICATION
REGISTRY AGREEMENT BYLAW**

This Agreement, dated ____ day of _____, 2016

BETWEEN:

CITY OF KELOWNA, 1435 Water Street, Kelowna, British Columbia V1Y 1J4
("Kelowna")

AND:

CITY OF PENTICTON, 171 Main Street, Penticton, British Columbia V2A 5A9
("Penticton")

AND:

CITY OF VERNON, 3400 30th Street, Vernon, British Columbia V1T 5E6
("Vernon")

AND:

DISTRICT OF WEST KELOWNA, 2760 Cameron Road, West Kelowna, British Columbia V1Z 2T6
("West Kelowna")

AND:

DISTRICT OF LAKE COUNTRY, 10150 Bottom Wood Lake Road, Lake Country, British Columbia
V4V 2M1
("Lake Country")

AND:

DISTRICT OF SUMMERLAND, 13211 Henry Avenue, Summerland, British Columbia V0H 1Z0
("Summerland")

AND:

DISTRICT OF PEACHLAND, 5806 Beach Avenue, Peachland, British Columbia V0H 1X7
("Peachland")

AND:

REGIONAL DISTRICT OF OKANAGAN SIMILKAMEEN, 101 Martin Street, Penticton, British Columbia
V2A 5J9
("RDOS")

AND:

TOWN OF OLIVER, 35016 97th Street, Oliver, British Columbia V0H 1T0
("Oliver")

AND:

REGIONAL DISTRICT OF CENTRAL OKANAGAN, 1450 KLO Road, Kelowna, British Columbia V1W 3Z4
("RDCO")

AND:

DISTRICT OF COLDSTREAM, 9901 Kalamalka Road, Coldstream, British Columbia, V1B 1L6
("Coldstream")

AND:

CITY OF ENDERBY, 619 Cliff Avenue, Enderby, British Columbia V0E 1V0
("Enderby")

WHEREAS:

- A. The *Local Government Bylaw Enforcement Act* permits local governments to create a bylaw designating certain bylaw contraventions that can be enforced by way of bylaw notice as an alternative to traditional bylaw enforcement mechanisms;
- B. The Act also permits two or more local governments to enter into an agreement, adopted by a bylaw of each local government that is party to it, to provide for the joint administration of a local government bylaw notice dispute adjudication system:
- C. Kelowna, Penticton, Vernon, West Kelowna, Lake Country, Summerland, Peachland, RDOS, Oliver, RDCO, Coldstream and Enderby wish to:
 - a. share the costs and administration of such a system; and
 - b. enter such an agreement to establish such a system, to be called the Southern Interior Bylaw Notice Dispute Adjudication Registry, and to provide for the joint administration of the Registry.

NOW THEREFORE in consideration of the mutual promises contained herein, the Parties agree as follows:

PART I - INTRODUCTORY PROVISIONS

Definitions

- 1. In this Agreement, the following definitions apply:
 - a. "**Act**" means the Local Government Bylaw Notice Enforcement Act;
 - b. "**Adjudication**" the process where the disputant and the local government are provided opportunity to present evidence to the adjudicator who will decide whether he or she is satisfied that the contravention occurred as alleged;
 - c. "**Adjudication Fee**" means the sum of \$25.00 payable to each Party for each adjudication scheduled to be conducted by the Registry;
 - d. "**Agreement**" means this Agreement;

- e. **"Authorizing Bylaws"** means the bylaws adopted by the Councils/Boards of each the parties authorizing this Agreement;
- f. **"By Law Enforcement Officer"** means a person in a class prescribed under section 273 (c) of the *Community Charter* who is designated by a local government as a bylaw enforcement officer;
- g. **"Committee"** means the Southern Interior Bylaw Notice Dispute Adjudication Registry's Administrative Committee;
- h. **"Contribution Adjustment Amount"** means, for each Party, the amount calculated in accordance with Section 22 herein in any year of the Term;
- i. **"Contributing Parties"** means all of Penticton, Vernon, West Kelowna, Lake Country, Summerland, Peachland, RDOS, Oliver, RDCO, Coldstream and Enderby, except Kelowna;
- j. **"Parties"** means all of Kelowna, Penticton, Vernon, West Kelowna, Lake Country, Summerland, Peachland, RDOS, Oliver, RDCO, Coldstream and Enderby;
- k. **"Party"** means any one of Kelowna, Penticton, Vernon, West Kelowna, Lake Country, Summerland, Peachland, RDOS, Oliver, RDCO, Coldstream and Enderby;
- l. **"Registry"** means the Southern Interior Bylaw Notice Dispute Adjudication Registry established by this Agreement;
- m. **"Revenues"** means any revenue actually received or estimated to be received, as the case may be, by the Registry, excluding Initial Contributions, Contribution Amounts, or Contribution Adjustment Amounts;
- n. **"Terms"** means the term of this Agreement as set out herein;

Establishment of the Registry

- 2. Subject to the Act and to the adoption of the Authorizing Bylaws, the Parties agree that the Registry is hereby established.

PART II - ADMINISTRATION

- 3. The Parties agree to establish the Committee to implement and administer the Registry.
- 4. The Parties agree that authority of the Committee will include but not be limited to:
 - a. preparing operational budgets; and
 - b. setting policy as authorized under this Agreement and the Act.

Representation

- 5. Each of the Parties will appoint one representative to serve on the Committee. The Parties agree that representatives will be paid employees of their respective local governments and will not be remunerated by the Registry.

PART III - ADJUDICATION

Screening Officers

6. The Parties agree that screening of notices prior to proceeding to adjudication will be established as a function of each Party. Screening officers will be appointed by the individual Party administrative committee.

Bylaw Notice Dispute Adjudication Registry

7. The Parties agree that a dispute adjudication system will be established as a function of the Registry, and that disputes will be heard by a bylaw notice dispute adjudicator in the circumstances prescribed in the Act and Authorizing Bylaws.
8. The Parties agree that the Committee will select a roster of adjudicators who may hear and determine disputes from the provincial roster of adjudicators to be established by the Attorney General of the Province of British Columbia.
9. Adjudicators will be assigned to individual disputes in the manner prescribed by any applicable regulation and policy established by the Committee.

PART IV - OPERATIONS

Location

10. The location of the Registry will be the municipal offices of the City of Kelowna, 1435 Water Street, Kelowna, British Columbia V1Y 1J4.

Administrative Services

11. Kelowna will provide and supervise all administrative services required by the Registry, subject to the following:
 - i. the collection of any fees, fines or penalties levied against an unsuccessful party in the dispute adjudication process will be the responsibility of the relevant municipality if not collected by the Registry immediately following the adjudication; and
 - ii. any penalty arising directly out of the bylaw notice itself may be paid to the relevant Party or to the Registry,and any amounts collected by or paid to the Registry pursuant to 11.i and 11.ii will be credited to the relevant Party's Contribution Adjustment Amount.

Financial Reporting

12. Kelowna will ensure that it's Director of Financial Services or the designate will conduct and oversee the financial reporting and record keeping of the Registry based on normal procedure, subject to the requirements outlined herein.

PART V - FINANCIAL PLANNING

Start-up Costs

13. Each Party will be responsible for its own start-up costs.

Budget Year

14. The budget year of the Registry is December 1st to November 30th of each year.

Operating Budget

15. The Parties agree that, no later than September 30th of each year, the Committee will prepare a draft operating budget for the following budget year, setting out in detail the operational funds required by the Registry for the carrying out of its mandate and responsibilities, including
 - a. the estimated operational expenditures for
 - i. office and administration including financial reporting and administrative services;
 - ii. Registry administration travel costs;
 - iii. bylaw dispute adjudicators; and
 - iv. other functions of the Registry;
 - b. the anticipated revenues (if any) of the Registry;
 - c. the difference between estimated revenues and operational expenditures for the Registry; and
 - d. the Contribution Amount required from each of the Parties.

Budget Submissions

16. The Committee will prepare the operating budget in a manner satisfactory to, and in such detail as requested by, the Directors of Finance of each of the Parties, and submit the draft operating budget to the Directors of Finance of each of the Parties each year where required.

Budget Approval and Adjustments

17. The Parties will consider and approve, or recommend amendments to, the Registry's operating budget.
18. The Parties agree that all recommendations by them for adjustments to the Registry's draft operating budget will
 - a. be reasonable and made in good faith; and
 - b. ensure that a reasonable level of service quality can be maintained by the Registry.

Use of Funds

19. The Committee and Kelowna may make only those expenditures during the budget year for the purposes and up to the amounts authorized in the approved operating budget. The Registry (or the Committee or Kelowna on behalf of the Registry) will not incur any other indebtedness or liability, or make any further expenditure, except that:
 - a. Kelowna may make a further reasonable expenditure or contract a further indebtedness or liability that it deems necessary or prudent, subject to a \$1,000 limit; and
 - b. the Committee may
 - i. make a further reasonable expenditure or contract a further indebtedness or liability that it deems necessary or prudent, subject to a \$5,000 limit.
 - ii. re-allocate funds within categories of the operating budget as reasonably required; and
 - iii. make a further expenditure or contract a further indebtedness or liability without limitation if approved in advance by all Parties.

PART VI - COST ALLOCATION

Funding Contributions and Adjustments

20. The Parties agree that costs relating to legal counsel, witnesses, screening officers and bylaw enforcement officers as they pertain to the dispute adjudication process, and to the activities of the Registry more generally, will be borne by the relevant Party which issued the bylaw notice in question and will not be borne by the Registry or by Kelowna on behalf of the Registry.
21. Kelowna will, as soon following the end of a budget year as practical, invoice the parties for their respective Actual Expenditures Contribution where the proportion is calculated on the basis of each Party's population for the budget year in relation to the population of each of the other Parties except the calculation for RDOS and RDCO will exclude incorporated areas.
22. Each of the Contributing Parties will, within 30 days of receipt of its respective Contribution invoice, pay to Kelowna its respective Contribution Amount.

Maintenance of Records

23. The Director of Financial Services of Kelowna will
 - a. exercise the duties and powers of the officer responsible for financial administration as provided in the Community Charter, in maintaining the financial records for the Registry on behalf of the Parties;
 - b. ensure that accounting and payroll records of the Registry are properly prepared and maintained, such records to include payroll, accounts payable, cash receipts and disbursements, accounts receivable, general ledger, subsidiary cost ledger, financial statements and reports and supporting documents to the foregoing;

- c. provide, when possible, any additional financial systems that have been requested by the Committee;
- d. direct employees and officers of the Registry to the extent necessary to ensure that the systems and procedures established for financial controls are in effect and are in accordance with the Community Charter.

Examination of Records

- 24. The Director of Finance of any of the Contributing Parties may, acting reasonably with regard to minimizing the administrative burden on the Kelowna, and no more frequently than once in each year of the Term, conduct audits or examinations to obtain information or determine that adequate financial controls are being maintained for the Registry. Kelowna will cooperate with any reasonable request by any of the Contributing Parties or the Contributing Parties' Director of Finance for access to financial records, user statistics and other information of the Registry.

PART VII - GENERAL PROVISIONS

Insurance

- 25. Kelowna will ensure that the Registry and its activities are covered under Kelowna's general liability policy, and will provide copies of all relevant insurance policies and changes thereto to the Directors of Finance of the Contributing Parties upon request.

Amendments

- 26. The Parties will, in good faith, negotiate any proposed amendment to this Agreement upon request of any Party, all amendments to be in writing and executed by the Parties.

Dispute Resolution

- 27. The Parties will submit any dispute arising out of the interpretation or application of this Agreement:
 - a. first, to the Committee to resolve the dispute;
 - b. second, if the Committee is unable to resolve the dispute within 60 days, to the Chief Administrative Officers of the Parties; and
 - c. third, if the Chief Administrative Officers are unable to resolve the dispute within 60 days, to the Inspector of Municipalities, or at the election of the Parties, to a commercial arbitrator appointed by agreement or, failing agreement, appointed pursuant to the *Commercial Arbitration Act*, for final determination, and the determination of the Inspector or arbitrator as applicable will be final and binding upon the Parties.

Term

- 28. This Agreement comes into effect on January 1, 2016 and continues in effect until December 31, 2020. Any Party may withdraw from this Agreement upon six months' written notice to the other Parties.

IN WITNESS WHEREOF all Parties have executed this Agreement on the date first above written.

THE CITY OF KELOWNA

(Mayor)

(City Clerk)

THE DISTRICT OF SUMMERLAND

(Mayor)

(City Clerk)

THE CITY OF PENTICTON

(Mayor)

(City Clerk)

THE CITY OF VERNON

(Mayor)

(City Clerk)

THE DISTRICT OF WEST KELOWNA

(Mayor)

(City Clerk)

THE DISTRICT OF LAKE COUNTRY

(Mayor)

(City Clerk)

THE DISTRICT OF PEACHLAND

(Mayor)

(City Clerk)

**THE REGIONAL DISTRICT OF OKANAGAN
SIMILKAMEEEN**

(Mayor)

(City Clerk)

THE TOWN OF OLIVER

(Mayor)

(City Clerk)

THE REGIONAL DISTRICT OF CENTRAL OKANAGAN

(Mayor)

(City Clerk)

THE DISTRICT OF COLDSTREAM

(Mayor)

(City Clerk)

THE CITY OF ENDERBY

(Mayor)

(City Clerk)

CITY OF KELOWNA

BYLAW NO. 11177

Amendment No. 14 to Bylaw Notice Enforcement Bylaw No. 10475

The Municipal Council of the City of Kelowna, in open meeting assembled, enacts that the City of Kelowna Bylaw Notice Enforcement Bylaw No. 10475 be amended as follows:

1. THAT SECTION 7 - SCREENING OFFICERS, 7.2 be deleted in its entirety that reads:

- “(a) Bylaw Enforcement Clerk;
- (b) Bylaw Enforcement Coordinator;
- (c) Bylaw Services Manager;
- (d) City Clerk;
- (e) Director, Corporate Service and Protective Services; and
- (f) Senior Bylaw Officer”

And replaced with the following:

- “(a) Bylaw Enforcement Clerk;
- (b) Bylaw Enforcement Coordinator;
- (c) Bylaw Services Manager;
- (d) City Clerk;
- (e) Director, Corporate Service and Protective Services;
- (f) Licence and Bylaw Enforcement Officer;
- (g) Parking Operations Coordinator;
- (h) Parking Services Manager; and
- (i) Senior Bylaw Officer”

2. This bylaw may be cited for all purposes as "Bylaw No. 11177 being Amendment No. 14 to Bylaw No. Bylaw Notice Enforcement Bylaw No. 10475."
3. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

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

Adopted by the Municipal Council of the City of Kelowna this

Mayor

CITY OF KELOWNA

BYLAW NO. 11174

Road Closure and Removal of Highway Dedication Bylaw (Portion of Guisachan Road)

A bylaw pursuant to Section 40 of the Community Charter to authorize the City to permanently close and remove the highway dedication of a portion of highway on Guisachan Road

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

1. That portion of highway attached as Schedule "A" comprising 235.2m² shown in bold black as Road To Be Closed on the Reference Plan prepared by Linden E. Fritsch B.C.L.S., is hereby stopped up and closed to traffic and the highway dedication removed.
2. The Mayor and City Clerk of the City of Kelowna are hereby authorized to execute such conveyances, titles, survey plans, forms and other documents on behalf of the said City as may be necessary for the purposes aforesaid.

Read a first, second and third time by the Municipal Council this 30th day of November, 2015.

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk



CITY OF KELOWNA

BYLAW NO. 11173

Amendment No. 6 to Water Regulation Bylaw No. 10480

The Municipal Council of the City of Kelowna, in open meeting assembled, enacts that the City of Kelowna Water Regulation Bylaw No. 10480 be amended as follows:

1. THAT Schedule “B” Water Meter Fees and Service Charges, 1. Water Meter Fees table be deleted that reads:

METER TYPE			
Meter Size	Standard	Turbine	Compound
5/8" x 3/4" (residential)	\$ 251.00		
3/4" (commercial)	\$ 251.00		
1" (commercial)	\$ 325.00		
1.5" (commercial)		\$ 1,178.00	\$1,695.00
2" (commercial)		\$ 1,428.00	\$ 2,440.00
3" (commercial)		\$ 2,267.00	\$ 3,256.00
4" (commercial)		\$ 3,680.00	\$ 5,195.00
6" (commercial)		\$ 5,680.00	\$ 7,230.00
8" (commercial)		\$ 8,492.00	
4" Fire line	\$ 8,170.00		
6" Fire line	\$ 10,885.00		
8" Fire line	\$ 16,125.00		

And be replaced with:

METER TYPE			
Meter Size	Standard	Turbine	Compound
5/8" x 3/4" (residential)	\$ 290.00		
3/4" (commercial)	\$ 290.00		

1" (commercial)	\$ 375.00		
1.5" (commercial)		\$ 1,430.00	\$2,032.00
2" (commercial)		\$ 1,705.00	\$ 2,808.00
3" (commercial)		\$ 2,556.00	\$ 3,457.00
4" (commercial)		\$ 4,230.00	\$ 5,325.00
6" (commercial)		\$ 6,900.00	\$ 8,650.00
8" (commercial)		\$ 10,718.00	
4" Fire line	\$ 10,578.00		
6" Fire line	\$ 13,590.00		
8" Fire line	\$ 19,975.00		

2. This bylaw may be cited for all purposes as "Bylaw No. 11173, being Amendment No. 6 to Water Regulation Bylaw No. 10480."
3. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

Read a first, second and third time by the Municipal Council this 7th day of December, 2015.

Adopted by the Municipal Council of the City of Kelowna this

Mayor

City Clerk