

# NORTH CLIFTON ASP - KELOWNA, BC

MARCH 2014

# FIGURE 3.11

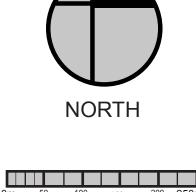
# LAND USE CONCEPT + TRAIL NETWORK





<u>Disclaimer:</u> This map is conceptual in nature. Any development patterns including lots and transportation network items identified may be subject to minor refinement at the subdivision development phase.

Scale 1:5000





 POTENTIAL FUTURE LINK
POTENTIAL PARKING AREA (12-15 STALLS)
PARKLAND AQUISITION/BENNETT PARK
TRAIL HEAD PARKING

FUTURE URBAN RESERVE

UTILITY LOT (GEID RESERVOIR)

 CLASS 6 NATURE TRAIL
SHARED USE TRAIL + BEACH (ROW ON PRIVATE LAND)
LOOKOUT POINT
POTENTIAL FUTURE LINK

MULTI-USE TRAIL

DEDICATED OPEN SPACE SINGLE/ MULTI FAMILY RESIDENTIAL DEVELOPMENT ROADSIDE CORRIDOR CLASS 5

PROPOSED ROADWAY

ASP BOUNDARY



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October 25, 2017

Mr. Corey Davis Environmental Coordinator, Environmental & Hillside Development Planning City of Kelowna 1435 Water Street Kelowna, B.C. V1J 1Y4

Subject:Amendment to Zoning and OCP Boundaries for Lot 2, Plan KAP65503 Revised Development Permit for Natural and Hazardous Conditions Revised Lot Layout for Phase 1 North Clifton Estates

#### Dear Corey:

Please find attached an application package detailing the proposed amendments we are seeking to our Phase 1 Subdivision Layout. We have submitted the required documents to amend the Zoning and OCP Land Use boundaries between the RU1H and P3 zoned lands along the west side of Clifton Road extension within our Phase 1 plan. We are prepared to request the corresponding amendment to our PLR under S15-0011 at the appropriate time.

#### Purpose

The purpose of this application is to achieve the land use approvals to accommodate the redesign of a portion of our Phase 1 lands. We have found a way to add eight residential lots to the west side of Clifton Road without the use of retaining walls and without any significant impacts to the environment nor our infrastructure planning.

#### Rationale

The original development boundaries (and corresponding zoning and OCP boundaries) were set as a result of the Area Structure Plan. Our Phase 1 subdivision plan was designed to correspond with these original boundaries. Once we commenced grading the site, we identified several small design alterations based on the type and quantity of rock discovered under the surface. We have worked with your department to incorporate several small changes into our approved design.

We have always known that under the approved ASP land use designations, we would be hard pressed to reach the maximum development potential of 200 lots. More recently, we have identified that we can safely construct additional lots on the west side of the Clifton Road extension without the use of retaining walls. The additional lots would be constructed on by placing engineered fill below the elevation of Clifton Road. The resulting fill slopes would be remediated as per our Environmental consultant's recommendation with a combination of

# MELCOR

planting and hydro seeding. The end result would be a revegetated slope that will blend into the natural surroundings.

The re-designed layout necessitates that we amend the original zoning boundaries and the corresponding OCP Land Use boundaries. While we recognize that these boundary adjustment would incorporate lands that were originally deemed too steep for development, more detailed review shows that they are indeed technically feasible for residential lots. Lakeside Communities does not want to miss the opportunity to create these lots now that we have already committed to the main infrastructure components.

#### **Technical Support**

In preparation for this application, we have enlisted the expertise of the following consultants:

- WSP: Civil Engineering. WSP has provided the civil drawings including cross sections and a servicing brief update.
- Beacon Geotechnical: Geotechnical Engineering. Beacon has provided an assessment of the constructability of WSP's design including reinforced slope detail and a revised Landslide Assessment.
- Makonis Environmental: Environmental Consultant. Makonis has provided a review of the new impact of the revised design and has determined that no critical environmental impacts will occur. Further, they have provided a detailed landscape remediation plan for the new fill slopes required.

#### Conclusion

We respect the City of Kelowna's various Hillside Development Policies and Guidelines. However, we also believe in responsible development and making sure our land resources are used efficiently and to the "highest and best" use possible. Given that we have identified the potential for eight additional lots;

- without the use of retaining walls
- with a minor loss of open space,
- with no significant environmental impacts
- using proven and verified construction techniques
- with a commitment to remediate disturbed fill slopes

We feel that we cannot pass this opportunity to deliver more housing potential from land that we have already committed to service. We look forward to working with you to get our application in front of Council for the final determination of our proposal.

Respectfully,

Andrew Bruce Regional Manager Community Development Division Melcor Developments Ltd.

## NORTH CLIFTON ESTATES PUBLIC INFORMATION SESSION CONSULTATION SUMMARY

WSP 540 LEON AVENUE KELOWNA, BC VIY 6J6

T: +1 250 869-1334



# wsp

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# **1** INTRODUCTION

On March 14, 2018 Melcor Developments Ltd. (Melcor) hosted a Public Information Session in relation to a proposed Official Community Plan (OCP) Future Land Use Map and Zoning Bylaw Map amendment. This report is a neighbourhood consultation brief providing a summary of the requirements of Council Policy No. 367 (Public Notification & Consultation for Development Applications) that Melcor has met in relation to the proposed North Clifton Estates OCP and Zoning Bylaw Amendments. The proposed amendments are intended to facilitate a change in the existing OCP and zoning boundaries in relation to North Clifton Estates Phase 1 residential development, located between the existing McKinley Landing and Clifton Highlands neighbourhoods in Kelowna, BC.

This report provides a summary of the required consultation efforts including Neighbourhood Consultation, Public Information Session and Large Format Development Notice Signage. Specifically, this summary identifies the required and voluntary methods of notification utilized by Melcor Developments, information provided to local area residents and feedback received as a result of the consultation process.

# 2 BACKGROUND

### 2.1 CONTEXT

Collectively, the North Clifton Estate lands are located in Kelowna, British Columbia, approximately 10 kilometres north of the Kelowna City Centre on Okanagan Lake (**Figure 1: Area Context**). The area is approximately 80 hectares (197 acres) located directly between the McKinley Landing neighbourhood to the north and the existing Clifton Highlands neighbourhood to the south.



**Figure 1: Area Context** 

WSP Canada Group Limited (WSP) was retained by Lakeside Communities Inc., a subsidiary of Melcor Developments Ltd. (Melcor) to develop an Area Structure Plan (ASP) for lands located within the North Clifton area, specifically between the McKinley Landing and Clifton Highlands neighbourhoods. In 2014, the resulting North Clifton ASP was endorsed by City Council. Melcor has since made various applications to the City, with the objective of achieving a subdivision approval for Phase 1 of the development. The City issued various development approvals, including a 42 lot Preliminary Layout Review (PLR) for Phase 1. However, Melcor has since recognized an opportunity exists to add an additional eight (8) lots to the Phase 1 development. Accordingly, Melcor made an application to the City of Kelowna to amend the OCP Future Land Use map and the Zoning Bylaw map to facilitate the addition of eight lots. The proposed amendments include:

- 1 Amend the City of Kelowna Official Community Plan Map 4.1 from PARK Major Parks and Open Space to S2RES Single/Two Unit Residential; and
- 2 Amend the City of Kelowna Zoning Bylaw Map from P3 Parks and Open Space to RU1H -Large Lot Housing (Hillside).

# 3 COUNCIL POLICY NO. 367

In early 2013, the City of Kelowna Council approved Policy 367, Public Notification and Consultation for Development Applications. The purpose of this policy is to establish standards and procedures for applicant's public notification and consultation responsibilities in respect of development applications. The policy aims to ensure transparent and consistent application of standards for the benefit of affected residents, the development community, and the city.

As per Council Policy 367 and its criteria, Melcor's proposed OCP and Zoning Bylaw amendment are deemed as 'Major' applications. As such, Melcor was required to meet the following forms of public notification and consultation:

- Neighbourhood Consultation; and
- Public Information Session.

Section 4 (below) provides discussion on how each of the Policy 367 requirements were met. Additional discussion has been included summarizing consultation responses and feedback received.

# 4 NOTIFICATION + CONSULTATION

### 4.1 NEIGHBOURHOOD CONSULTATION

City of Kelowna Council Policy 367 states for parcels under application within the Permanent Growth Boundary, that all abutting and adjoining parcels and any parcels within 50 metres of the subject property must be consulted. In keeping with Melcor's mandate for open and transparent processes, the 50 metres notification requirement, was extended from the south property boundary to Kyndree Court. A letter was drafted and distributed to those residences located within the distribution area outlining details of the March 14, 2018 Public Information Session. It identified the location of the proposed development application, including a detailed description of the proposed amendments, and contact information for the applicant. Less than 10% of the letters mailed out were returned unopened. A copy of the notification letter can be found within Appendix C.

### 4.2 PUBLIC INFORMATION SESSION

The North Clifton OCP and Zoning Bylaw Amendment Public Information Session was hosted on Wednesday, March 14, 2018 at St. David's Presbyterian Church located at 271 Snowsell Street in Kelowna, BC within the Glenmore neighbourhood. The duration of the Public Information Session was three hours, running from 4:30pm through 7:30pm, allowing enough time for local area residents who may be traveling from work, to attend the session. To create a more inviting and comfortable atmosphere, attendees were offered refreshments and snacks including coffee, water, tea, and cookies.

### 4.3 PUBLIC INFORMATION SESSION NOTIFICATION

City of Kelowna Council Policy No. 367 states that the Public Information Session must be advertised by both written notification and by local newspaper advertisements a minimum of two (2) weeks in advance of holding a Public Information Session. This section provides an overview of the mandatory notification requirements that were met by Melcor Developments as well as the voluntary measures of notification that were taken.

#### MANDATORY METHODS OF NOTIFICATION

#### **NEWSPAPER: KELOWNA DAILY COURIER**

In an effort to reach a broader audience, a newspaper notification (Appendix B) was generated and placed into the Daily Courier two weeks prior to the March 14, 2018 Public Information Session. Where possible, the notification was placed within close proximity to other City of Kelowna notifications. The newspaper advertisement ran on Friday February 23, 2018.

#### WRITTEN NOTIFICATION

A letter was drafted and distributed to residents within the Clifton Highlands neighbourhoods. The written notification included the date, time and location of the Public Information Session, contact information for both the applicant, as well as further information pertaining to the OCP and Zoning Bylaw Amendments. A copy of the notification letter can be found within Appendix C.

#### **VOLUNTARY METHODS OF NOTIFICATION**

#### EMAIL DATABASE

A database with interested residents and stakeholders has been collected and maintained. All contacts within the project contact database were emailed a notification alerting them of the March 14, 2018 Public Information Session.

#### **RESIDENT ASSOCIATION MAIL OUT**

Melcor is in close communication with the Clifton Highlands Resident Association and the McKinley Landing Resident Association. A letter was drafted and distributed to each of the resident association current presidents outlining details of the March 14, 2018 Public Information Session. The purpose of the Resident Association letter was two-fold:

- 1 Inform the resident association of the upcoming Public Information Session; and
- 2 Use the resident associations as a medium to reach all residents within the neighbourhoods.

### 4.4 ATTENDANCE

There were a total of 12 attendees who signed-in at the event. However, it should be noted that sign-in was voluntary and some attendees refrained from signing in. The formal sign-in sheet can be found within Appendix A.

### 4.5 STRUCTURE + CONTENT

The Public Information Session was structured as an informal 'drop-in' session with ten 24" x 36" display panels providing background information and the proposed OCP and Zoning Bylaw amendments, including land use maps. Display panels provided clear text and 'before and after' visual information pertaining to the proposed amendments. Further, two display panels were provided that illustrated a before (42 lots) and after (50 lots) visual development analysis. All display panels presented at the open house are available in Appendix D.

One representative from Melcor and three WSP consultants were present at the Public Information Session to ensure resident questions were answered. Each WSP representative was present to answer any resident and stakeholder questions specific to their professional discipline. One City of Kelowna staff member was also in attendance, representing the City of Kelowna.

A three-point questionnaire was also provided at the Public Information Session, which participants were encouraged to complete and submit prior to leaving. The purpose of the questionnaire was to obtain residents' response and position to the proposed amendments.

# 5 PARTICIPANT FEEDBACK

Each Public Information Session attendee was provided an opportunity to complete a comment form that asked questions surrounding the proposed amendments. Attendees could also provide verbal feedback to all Melcor and WSP representatives. The purpose of the comment form was to obtain comments and feedback regarding the proposed amendments.

A total of five comment form responses were received. With the exception of one comment form, all responses were positive, and specifically communicated their support for the changes and addition of eight lots. Copies of submitted participant comment forms are found within Appendix E.

It should be noted that most Public Information Session participants, who currently reside within the existing Clifton Highlands or McKinley Landing neighbourhood, appeared more interested in purchasing at least one North Clifton Estates' Phase 1 building lot rather than the proposed OCP and zoning bylaw amendments.

# 6 CONCLUSION

Melcor Developments has submitted application to the City of Kelowna to amend the Official Community Plan Future Land Use and Zoning Bylaw Maps for North Clifton Estates' first phase of development. As per Council Policy 367, these amendments are classified as "OCP Major" and "Zoning Major" which requires Melcor Developments to complete Neighbourhood Consultation. In addition to satisfying the requirements of Council Policy 367, the purpose of the neighbourhood consultation efforts was to notify area residents and stakeholders of Melcor Development's application to amend the OCP and Zoning Bylaw and to seek input and comments from local area residents and landowners of the proposed changes. Several required and voluntary methods were used to effectively notify local area residents including newspaper advertisements, letters to residents and landowners, email distribution to resident contacts, and letters to resident associations. Collectively, the results received by area residents and stakeholders positive, expressing support for the proposed amendments.

# APPENDIX A SIGN IN SHEET

# **Removed for privacy reasons**

### APPENDIX B NEWSPAPER ADVERTISEMENT

# **NOTICE OF PUBLIC OPEN HOUSE** North Clifton OCP and Zoning Amendment

You're invited to the North Clifton OCP and Zoning Amendment Open House

The purpose of this event is to:

- Present the proposed OCP and Rezoning amendments to the first phase of development; and
- Receive comments and feedback from area residents.

Interested members of the public are invited to this drop-in event where large-format panels will be used to communicate the information. The developer and managing consultant will be present.

When: Wednesday March 14, 2018 | 4:30pm - 7:30pm

Location: St. David's Presbyterian Church – 271 Snowsell Street, Kelowna, BC (next to the Glenmore Road bypass) For more information, contact: Andrew Bruce, Melcor Developments P: 250-717-8390 Davin A. Shillong, WSP P: 250-469-7735

APPENDIX C MAILOUT NOTIFICATION

# NORTH CLIFTON OCP + ZONING AMENDMENT PUBLIC OPEN HOUSE

When: Wednesday March 14, 2018 | 4:30pm – 7:30pmLocation: St. David's Presbyterian Church – 271 Snowsell Street, Kelowna, BC

Please join us for this open house where we look forward to:

- Presenting the proposed OCP and Rezoning Amendments to the first phase of development; and
- Receiving your comments and feedback regarding North Clifton.

Interested members of the public are invited to this drop-in event where large-format panels will be used to communicate the information. The developer and managing consultant will be present.

NORTH CLIFTON PHASE 1

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#### For more information, please contact:

CLIFTON RD

UPPER CANYON DR

Andrew Bruce, Melcor Developments

Davin A. Shillong, WSP P: 250-469-7735

P: 250-717-8390

### **AOPEN HOUSE LOCATION**

# APPENDIX D DISPLAY BOARDS

# WELCOME

...to the North Clifton Official Community Plan and Zoning Bylaw Amendment Public Open House

# BACKGROUND

Melcor Developments Ltd. has made an application to the City of Kelowna to amend the Official Community Plan Future Land Use map and Zoning Bylaw map for North Clifton Estates' first development phase. The proposal is to:

- 1. Amend City of Kelowna Official Community Plan Map 4.1 from PARK Major Parks and Open Space to S2RES - Single/Two Unit Residential, as shown on the open house display panels; and
- 2. Amend the City of Kelowna Zoning Bylaw Map from P3 Parks and Open Space to RU1H - Large Lot Housing (Hillside), as shown on the open house display panels.

# OBJECTIVES

The objectives for this evening's Public Information Session are to:

- Provide opportunity for residents and landowners to review proposed OCP and Zoning Bylaw amendments;
- Seek input and comments from local area residents and landowners regarding proposed OCP and Zoning Bylaw amendments;
- Answer any question residents and landowners may have regarding the proposed OCP and Zoning Bylaw amendments; and
- Collect completed questionnaire and comment forms from residents and landowners.





# FREQUENTLY ASKED QUESTIONS

# Q: What type of application has Melcor Developments Ltd. made an application for?

A: Melcor Developments Ltd. is applying for an OCP and Rezoning amendment application. Details of the application are identified on the display panels provided here this evening.

# Q: When is an Official Community Plan (OCP) Amendment required?

A: An OCP Amendment is required to change the future land use designation for a subject property that is being rezoned to a land use that is not reflected under the current OCP designation. OCP amendment applications are generally accompanied by a rezoning application. Applications are formally reviewed by City staff and forwarded to Council for review.

# Q: What is a Rezoning Application?

A: "Rezoning" is a commonly used term that refers to changing from one zoning designation to another. The process of rezoning allows Council to consider potential impacts and any changes to land use of subsequent development that may influence the present and the long term goals of the community.

# Q: When is a Rezoning Application required?

A: A rezoning application is required when a development proposal seeks to change a zoning designation, land use, or density of a site.

# North Clifton OCP and Zoning Bylaw Amendment Public Open House March 14, 2018

# **Q: When are Rezoning and OCP amendments considered** together?

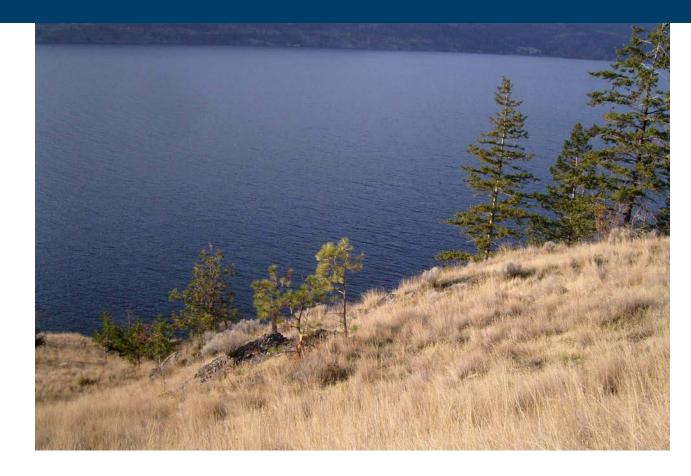
A: If the rezoning application is not consistent with the future land use designation, a rezoning application and OCP amendment application are processed concurrently by the City of Kelowna.

# Q: When is neighbourhood support required?

A: It is strongly encouraged that applicants consult with neighbours and residents' associations to inform them of the development plans and to gauge support for the proposal. City of Kelowna Council Policy 367 further identifies all the required public notification and consultation procedures that must take place as part of the OCP and Rezoning process.

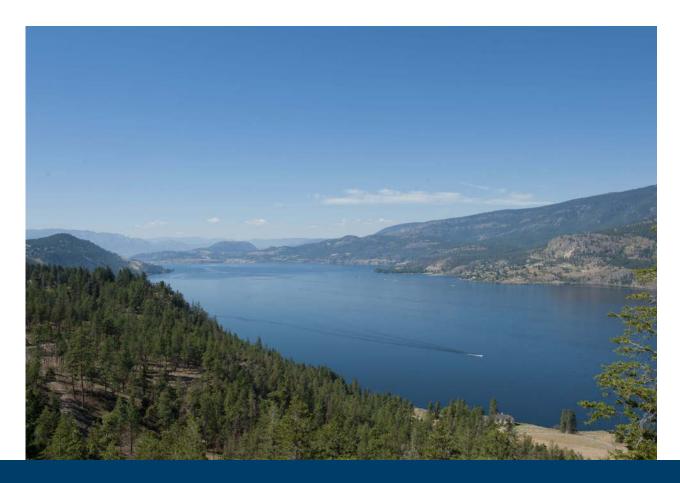
# Q: The North Clifton Estates Phase I development is conditionally approved by the City of Kelowna. So why are we going through this process, and what is changing?

A: Melcor Developments Ltd. would like to add eight residential lots to the current lot layout. In order to make this change, Melcor Developments Ltd. is required to complete an OCP and Rezoning Amendment. Both the OCP and Rezoning application are consistent with the Area Structure Plan that was endorsed by City Council in Spring 2014.



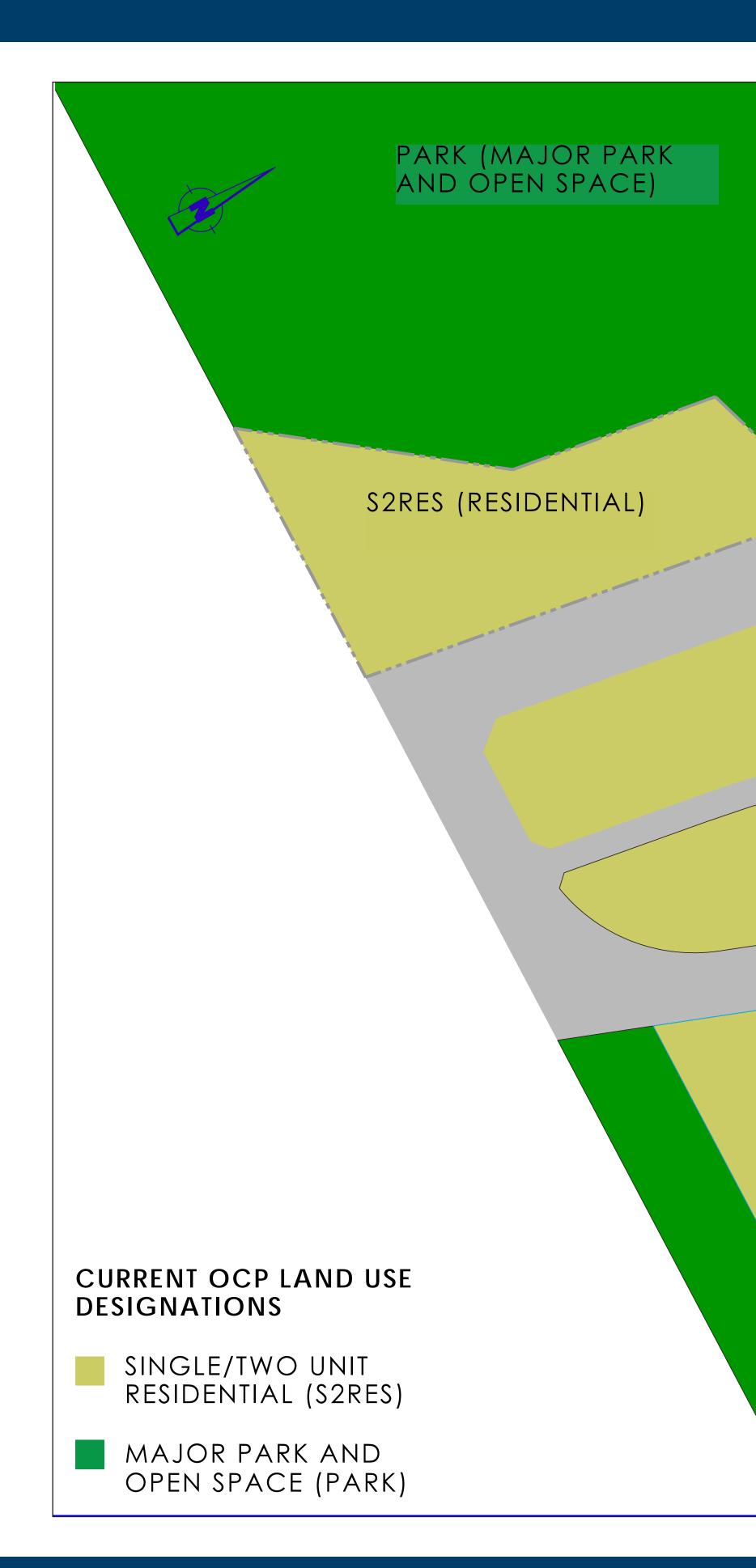








# CURRENT OFFICIAL COMMUNITY PLAN LAND USE DESIGNATION



North Clifton OCP and Zoning Bylaw Amendment Public Open House March 14, 2018



S2RES (RESIDENTIAL)

CLIFTON RD NORTH (EXTENSION)

S2RES (RESIDENTIAL)

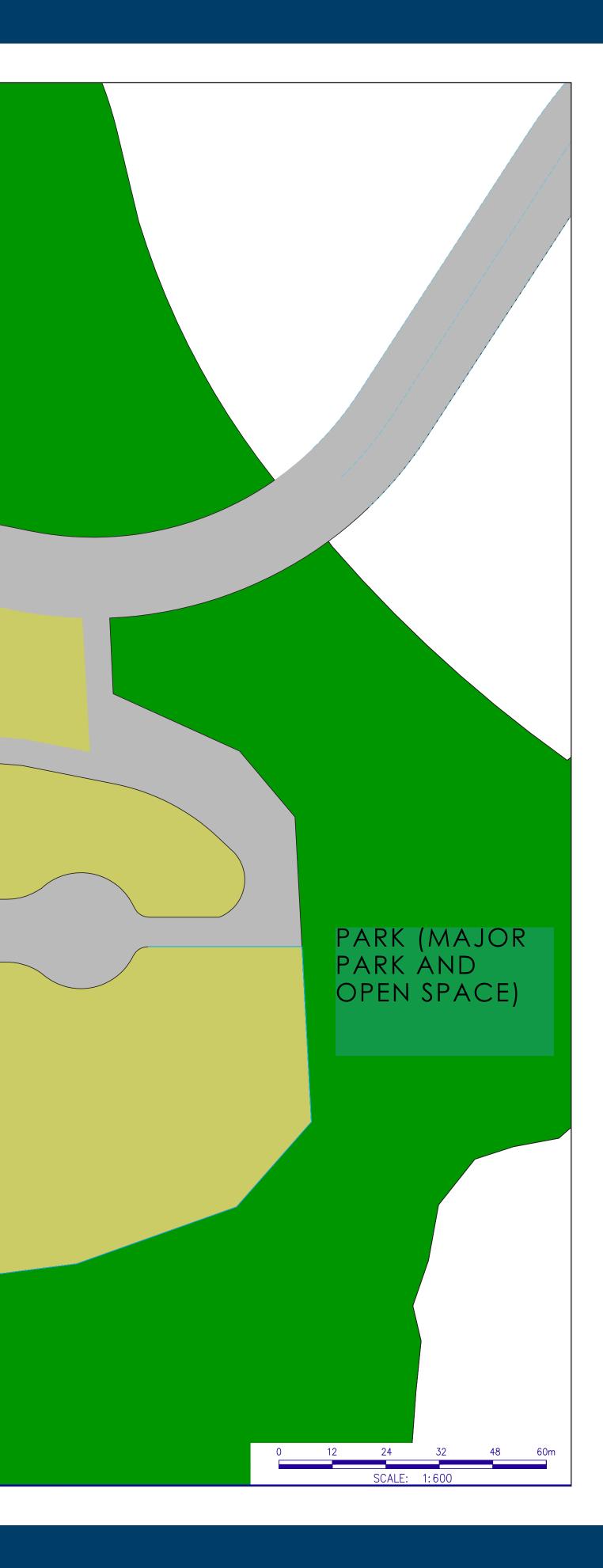
PUBLIC ACCESS LANE

S2RES (RESIDENTIAL)

**CLIFTON COURT** 

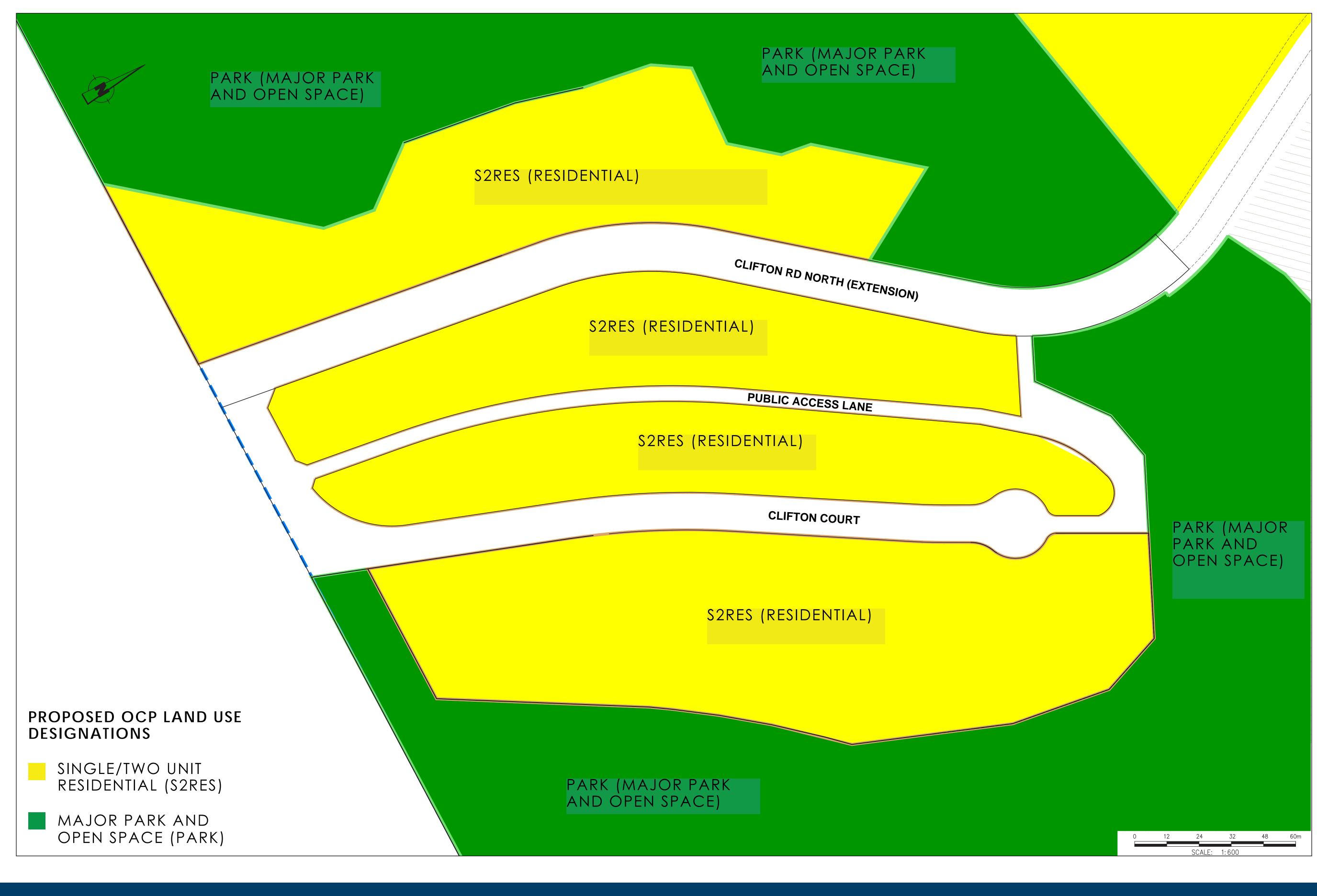
S2RES (RESIDENTIAL)

PARK (MAJOR PARK AND OPEN SPACE)



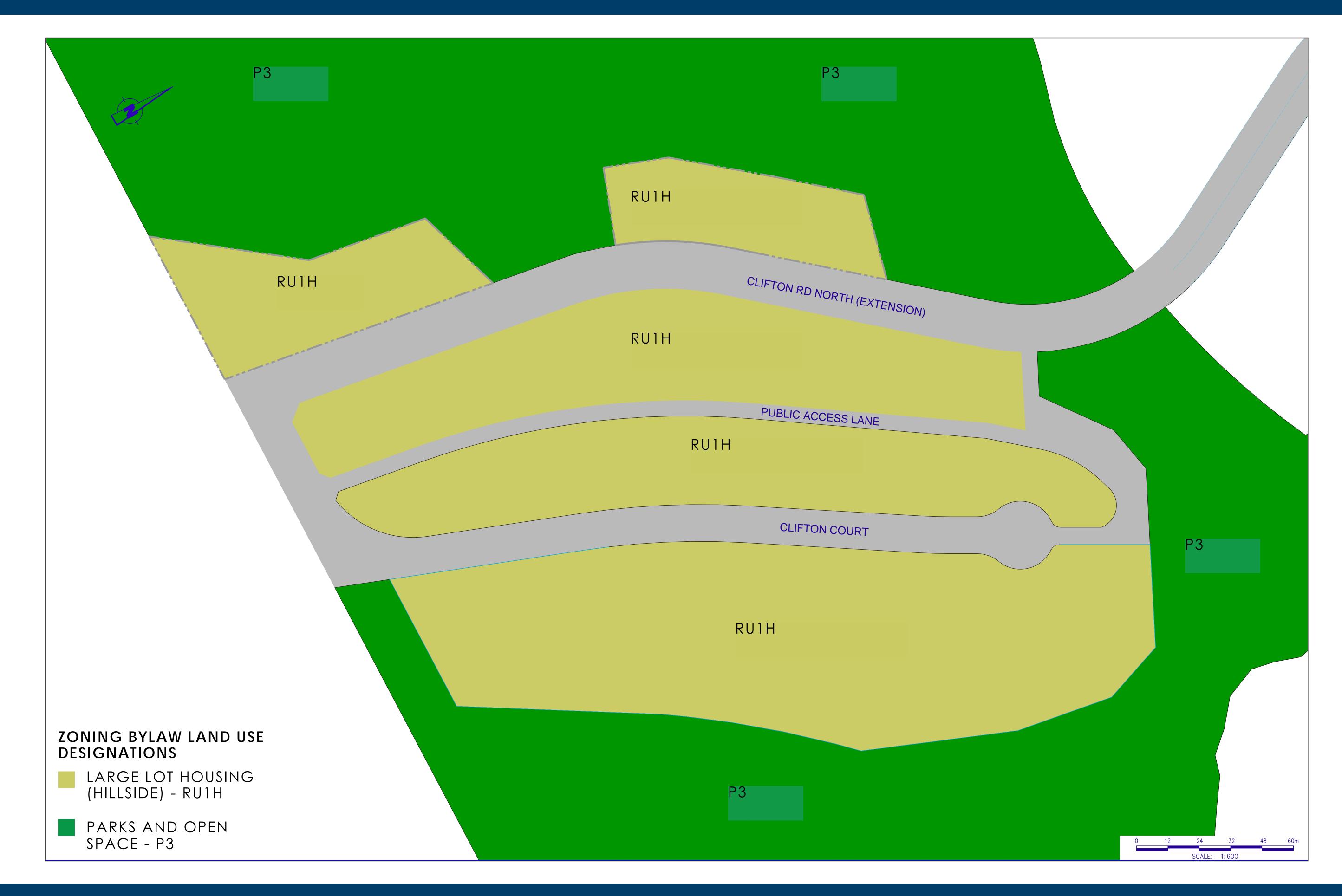


# PROPOSED OFFICIAL COMMUNITY PLAN LAND USE DESIGNATION



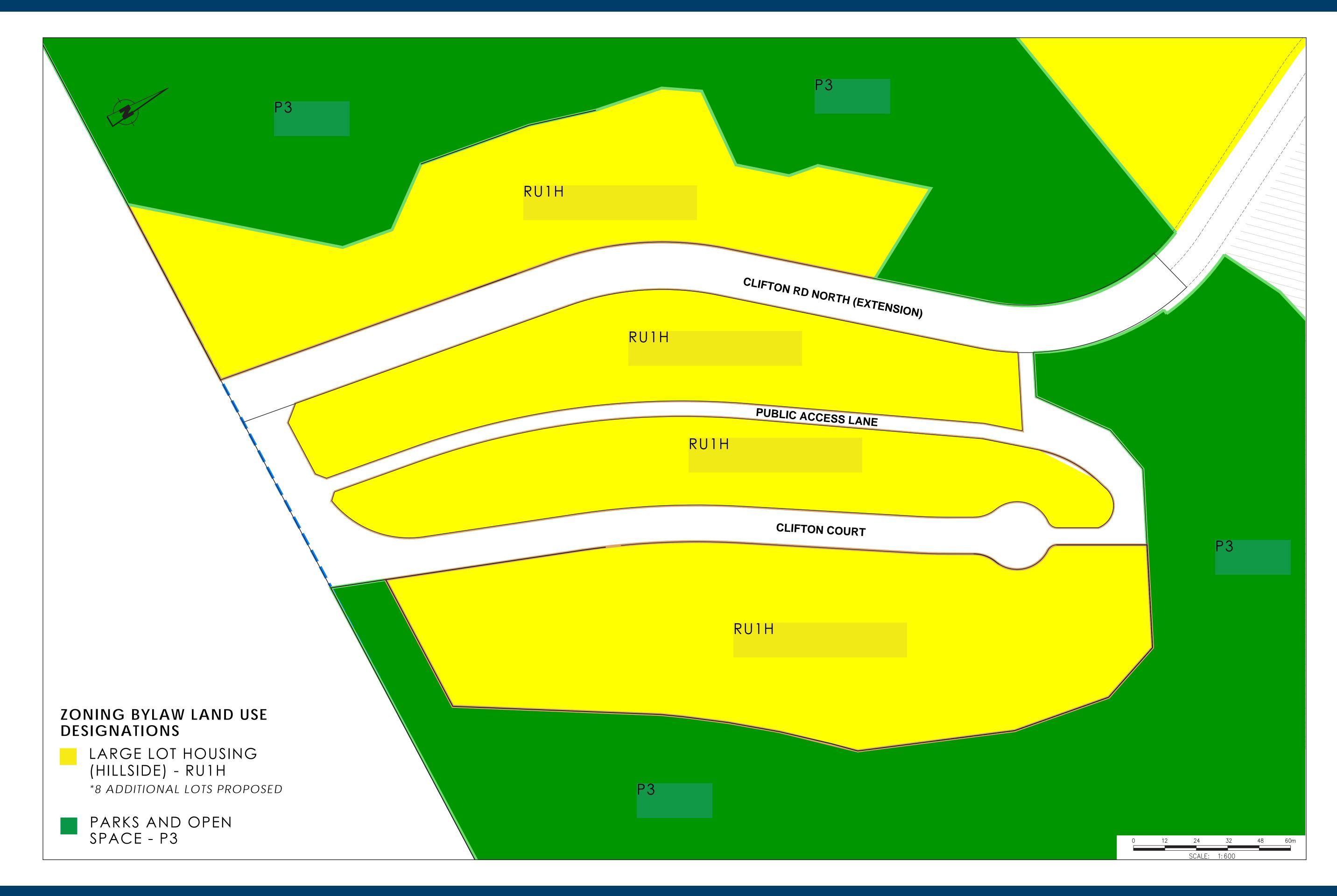


# CURRENT ZONING BOUNDARIES





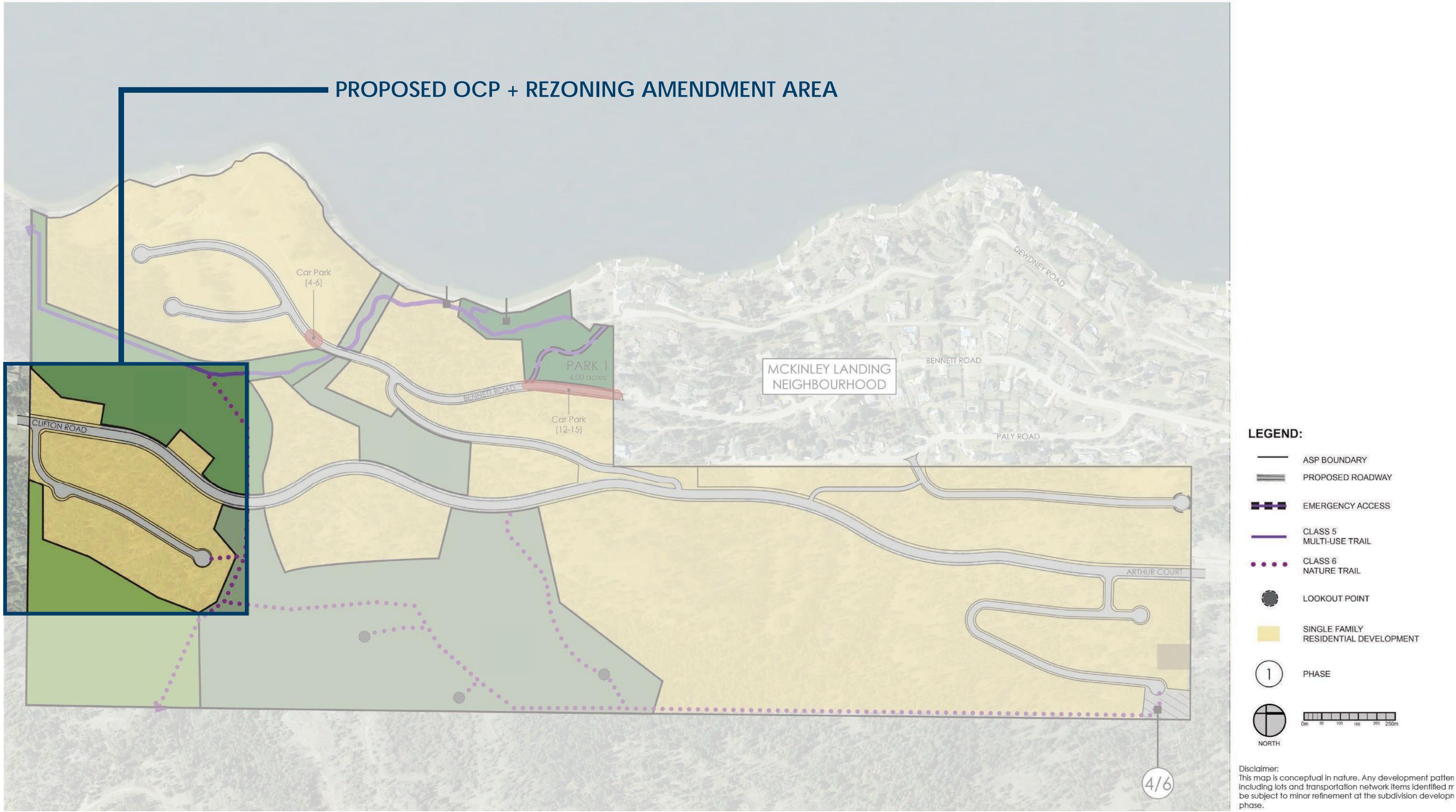
# PROPOSED ZONING BOUNDARIES







# CONTEXT





# VIEW ANALYSIS - LOOKING EAST







# VIEW ANALYSIS - LOOKING SOUTHEAST



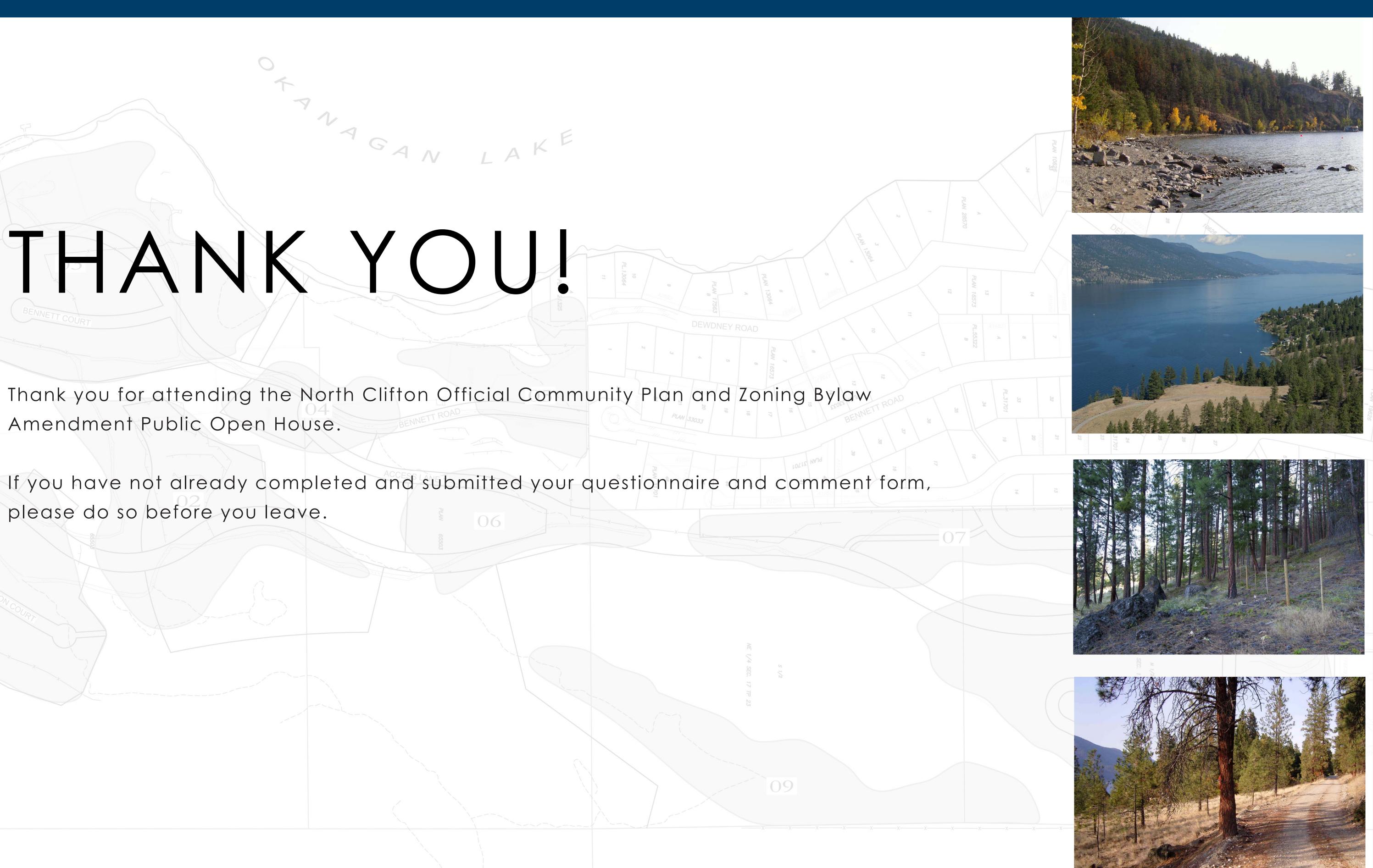




# THANK YOU!

Amendment Public Open House.

please do so before you leave.





# APPENDIX E QUESTIONNAIRE RESPONSES

Based on the information presented at the March 14, 2018 Public Open House, please take the time to answer the following questions. Your answers and comments will provide valuable feedback on your position as it relates to the proposed application.

1. In consideration of the material, do you support the proposed North Clifton OCP and Zoning Bylaw Amendment?

Yes 🔲

No 🗆

Undecided 🛛

a. Please explain why you are in support, oppose, or are undecided about this OCP and Rezoning application?

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2. Did the information provided at this evening's Public Open House further your understanding of the proposed Official Community Plan and Rezoning application?

Yes 🛃

No 🛛

Undecided 🛛

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a. If you answered 'No' or 'Undecided' to the previous question, please explain why.

If the proposed application and associated process is not clear, one of the Public Open House representatives will gladly help clarify any confusion you may have.

None thanks

Based on the information presented at the March 14, 2018 Public Open House, please take the time to answer the following questions. Your answers and comments will provide valuable feedback on your position as it relates to the proposed application.

1. In consideration of the material, do you support the proposed North Clifton OCP and Zoning Bylaw Amendment?

Y	Yes 🗹		No 🗆			Undecided		
a. Please explain why you are in support, oppose, or are undecided about this OCP an application?						-		
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2. Did the information provided at this evening's Public Open House further your understanding of the proposed Official Community Plan and Rezoning application?

Yes 🗹	No 🗆	Undecided 🛛

a. If you answered 'No' or 'Undecided' to the previous question, please explain why.

If the proposed application and associated process is not clear, one of the Public Open House representatives will gladly help clarify any confusion you may have.

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1. In consideration of the material, do you support the proposed North Clifton OCP and Zoning Bylaw Amendment?

	1		
Yes	ų /		
	1/		

No 🗆

Undecided 🛛

a. Please explain why you are in support, oppose, or are undecided about this OCP and Rezoning application?

reason

2. Did the information provided at this evening's Public Open House further your understanding of the proposed Official Community Plan and Rezoning application?

Yes D'

No 🛛

Undecided 🛛

a. If you answered 'No' or 'Undecided' to the previous question, please explain why.

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1. In consideration of the material, do you support the proposed North Clifton OCP and Zoning Bylaw Amendment?

No

Yes 🛛

Undecided  $\Box$ 

a. Please explain why you are in support, oppose, or are undecided about this OCP and Rezoning application?

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2. Did the information provided at this evening's Public Open House further your understanding of the proposed Official Community Plan and Rezoning application?

Yes

No 🛛

Undecided  $\Box$ 

a. If you answered 'No' or 'Undecided' to the previous question, please explain why.

If the proposed application and associated process is not clear, one of the Public Open House representatives will gladly help clarify any confusion you may have.

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1. In consideration of the material, do you support the proposed North Clifton OCP and Zoning Bylaw Amendment?

Yes 🗹 No 🗆 Undecided 🗆

a. Please explain why you are in support, oppose, or are undecided about this OCP and Rezoning application?

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2. Did the information provided at this evening's Public Open House further your understanding of the proposed Official Community Plan and Rezoning application?

a. If you answered 'No' or 'Undecided' to the previous question, please explain why.

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If the proposed application and associated process is not clear, one of the Public Open House representatives will gladly help clarify any confusion you may have.