

# ATTACHMENT “A” - Heritage Guidelines



Subject: HAP16-0003, 268 Lake Avenue

## 1.0 Heritage Conservation Area Guidelines (Kelowna Official Community Plan Chapter 16)

### Objectives:

- Maintain the residential and historical character of the Marshall Street and the Abbott Street Heritage Conservation Areas;
- Encourage new development, additions and renovations to existing development which are compatible with the form and character of the existing context;
- Ensure that change to buildings and streetscapes will be undertaken in ways which offer continuity of the ‘sense-of-place’ for neighbours, the broader community; and
- Provide historical interest for visitors through context sensitive development.

Consideration has been given to the following guidelines as identified in Chapter 16 of the City of Kelowna Official Community Plan relating to Heritage Conservation Areas:

HERITAGE CONSERVATION AREA	YES	NO	N/A
<b>Site Layout and Parking</b>			
Are established front yard setbacks maintained within 10% of neighbouring building setbacks?	✓		
Are parking spaces and garages located in the rear yard?	✓		
Are established building spacing patterns maintained?	✓		
Does the carriage house complement the character of the principal dwelling?	✓		
Are accessory buildings smaller than the principal building?	✓		
<b>Building Massing</b>			
Is the established streetscape massing maintained?	✓		
Is the massing of larger buildings reduced?	✓		
<b>Roof Forms, Dormers and Chimneys</b>			
Is the roof pattern in keeping with neighbouring buildings?	✓		
Are skylights hidden from public view?			✓
Are high quality, low maintenance roofing materials being used?	✓		
Are the roofing materials similar to traditional materials?	✓		

<b>HERITAGE CONSERVATION AREA</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>
Are the soffit, overhang and rain water drainage features in keeping with the building's architectural style?	✓		
Do secondary roof elements have a similar pitch as the principal roof?	✓		
Are chimneys in keeping with the building's architectural style?	✓		
<b>Cladding Materials</b>			
Are low maintenance building materials being used?	✓		
Are the building materials similar to traditional materials?	✓		
Are exterior colours in keeping with the traditional colours for the building's architectural style?	✓		
<b>Doors and Windows</b>			
Are established window placement, style and window-to-wall area ratios maintained?	✓		
Are established door placement, style and door-to-wall area ratios maintained?	✓		
Is the main entrance a dominant feature visible from the street?	✓		
Is the main entrance in keeping with the building's architectural style?	✓		
Are the door and window design details consistent with the building's architectural style?	✓		
<b>Landscaping, Walks and Fences</b>			
Are existing healthy mature trees being retained?	✓		
Is the front yard landscaping consistent with neighbouring properties?	✓		
Is street facing fencing or screening landscaping no more than 1 m in height?			✓
<b>Privacy and Shadowing Guidelines</b>			
Are there clear sightlines from the street to the front yard and dwelling?	✓		
Does the building location minimize shadowing on the private open space of adjacent properties?	✓		

# HERITAGE ALTERATION PERMIT



## APPROVED ISSUANCE OF HERITAGE ALTERATION PERMIT NO. HAP16-0003

**Issued To:** Frank Arthur Renou  
Joan Estelle Miller-Chapman  
**Site Address:** 268 Lake Avenue  
**Legal Description:** Lot A, District Lot 14, ODYD, Plan 4253  
**Zoning Classification:** RU1c - Large Lot Housing with Carriage House

### 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 Heritage Alteration Permit No. HAP16-0003 for Lot A, District Lot 14, ODYD, Plan 4253, located at 268 Lake Avenue, Kelowna, BC to allow the construction of an addition and renovation to a single family dwelling, and the construction of a new carriage house be approved subject to the following:

1. The dimensions and siting of the primary dwelling to be constructed on the land be in accordance with Schedule "A,"
2. The exterior design and finish of the primary dwelling to be constructed on the land, be in accordance with Schedule "B";
3. The dimensions and siting of the carriage house to be constructed on the land be in accordance with Schedule "C";
4. The exterior design and finish of the carriage house to be constructed on the land be in accordance with Schedule "D";

AND THAT variances to the following section of Zoning Bylaw No. 8000 be granted:

**Section 9.5b.1(3): Carriage House Regulations**

To vary the upper floor area of the carriage house from 75% of the carriage house footprint (required) to 80.5% (proposed);

AND FURTHER THAT this Heritage Alteration 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 Heritage Alteration 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.**

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Signature of Owner / Authorized Agent

---

Date



---

Print Name in Bold Letters

---

Telephone No.

**5. APPROVALS**

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

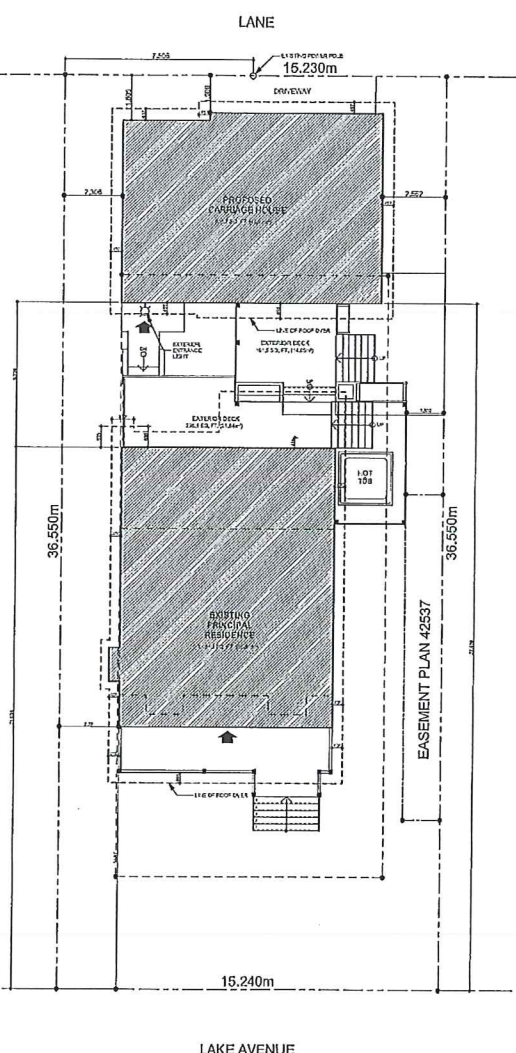
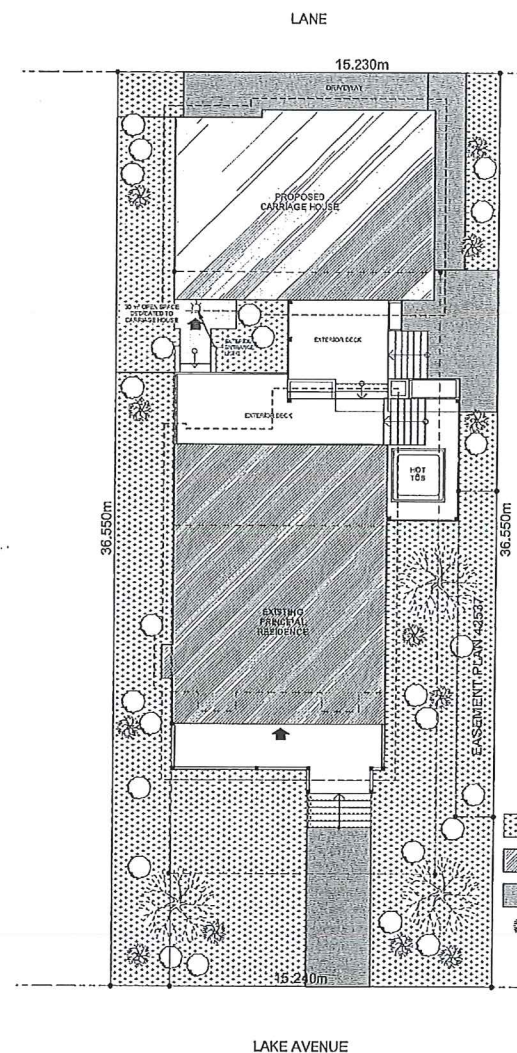
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Ryan Smith, Community Planning Department Manager  
Community Planning & Real Estate

---

Date

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



## 268 LAKE AVENUE

ZONING: RU1c

### SITE DETAILS:

LOT AREA:	556.66 m <sup>2</sup>	550m <sup>2</sup> MIN.
LOT WIDTH:	15.24 m	15m MIN.
LOT DEPTH:	36.55 m	30m MIN.

FOOTPRINT AREA OF PRINCIPAL DWELLING:	95.81 m <sup>2</sup>	90m <sup>2</sup> MAX.
FOOTPRINT AREA OF CARRIAGE HOUSE:	77.92 m <sup>2</sup>	
AREA OF DECKS:	48.80 m <sup>2</sup>	
AREA OF DRIVEWAY(S) & PARKING:	10.66 m <sup>2</sup>	

### SITE COVERAGE (%):

CARRIAGE HOUSE ONLY:	14.00 %	14% MAX.
BUILDING + DECK:	39.98 %	40% MAX.
BUILDINGS, DECKS & DRIVEWAYS:	41.89 %	30% MAX.

### PRINCIPAL DWELLING DETAILS:

TOTAL FLOOR AREA:	260.55 m <sup>2</sup>	
HEIGHT OF BUILDING:	8.07 m (2.5 STOREYS)	
SETBACKS (IN METRES):		
FRONT:	10.57 m	7.5m MIN.
SIDE (WEST):	2.37 m	2.3m MIN.
SIDE (EAST):	4.20 m	4.5m MIN.
REAR:	17.92 m	6.0m MIN.

### CARRIAGE HOUSE DETAILS:

TOTAL FLOOR AREA:	62.70 m <sup>2</sup>	
HEIGHT OF BUILDING (TO MIDPOINT OF ROOF):	4.77 m	4.8m MAX.
SETBACKS (IN METRES):		
FRONT:	27.43 m	7.5m MIN.
SIDE (WEST):	2.31 m	2.3m MIN.
SIDE (EAST):	2.56 m	4.5m MIN.
REAR:	1.50 m	1.5m MIN.
DISTANCE BETWEEN CARRIAGE HOUSE AND PRINCIPAL BUILDING:	5.80 m	3.0m MIN.
LOT COVERAGE OF ALL ACCESSORY BUILDINGS (INCLUDING CARRIAGE HOUSE):	77.92 m <sup>2</sup>	
NUMBER OF PARKING STALLS:	3	2 MIN.
SIZE OF PARKING STALL:	3.35m x 6.03m	
PRIVATE OPEN SPACE PER UNIT (m <sup>2</sup> ):	40.48 m <sup>2</sup>	30m <sup>2</sup> MIN.



FELIX WESTERKAMP, d'pl'ng(FH)  
1690 WATER STREET  
KELOWNA, B.C. V1Y-8T8  
(250) 878-7848  
e-mail: felix@felixwesterkamp.com  
web: www.felixwesterkamp.com

### CONSULTANTS

ISSUED FOR  
BUILDING PERMIT

RENOVATION OF  
AN EXISTING  
SINGLE FAMILY  
RESIDENCE

268 Lake Ave. Kelowna BC  
LOT A, DL.14, ODYD  
PLAN 42536

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### SHEET TITLE

SITE PLAN

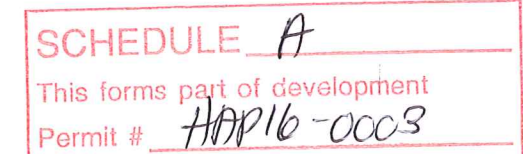
A-101

SHEET 2

SCHEDULE A

This forms part of development

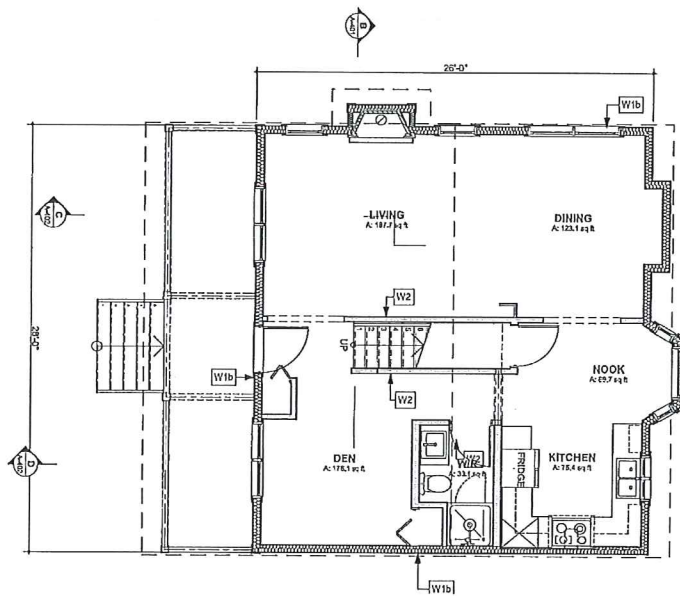
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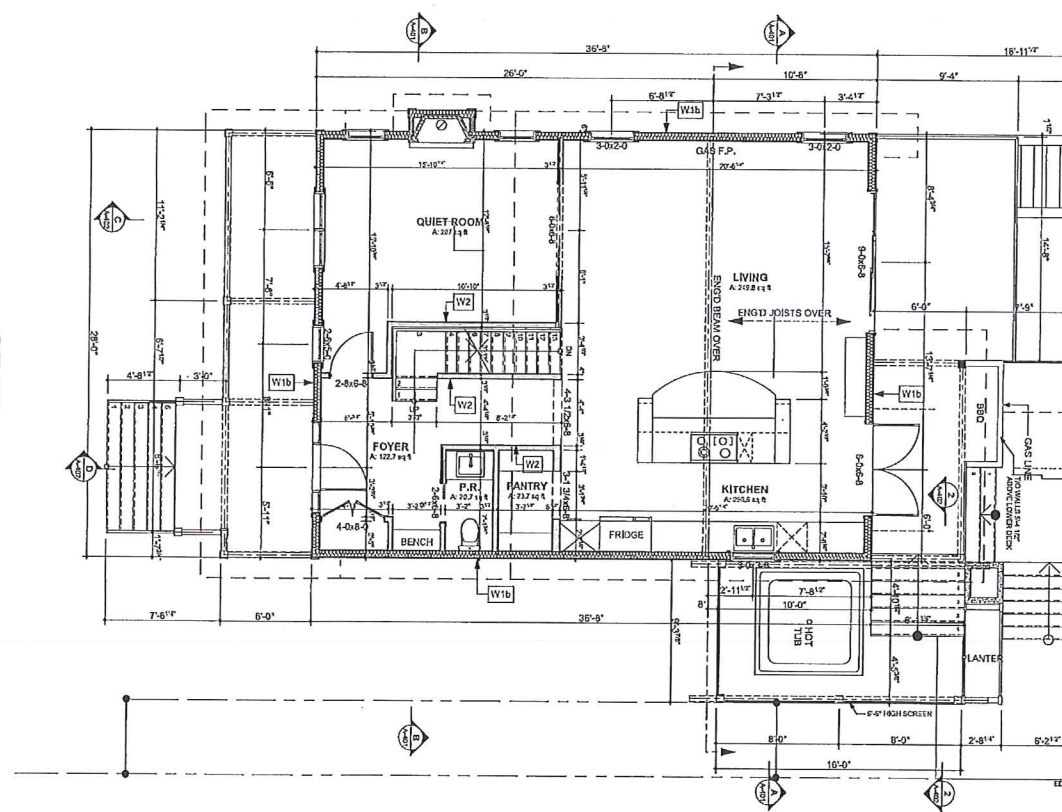
**SCHEDULE A**  
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Permit # HAP16-0003



- WALL LEGEND:
- EXTERIOR WALL - NEW CONSTRUCTION
  - INTERIOR WALL - NEW CONSTRUCTION
  - EXISTING WALL - TO REMAIN
  - EXISTING WALL - TO BE DEMOLISHED



MAIN FLOOR PLAN - EXISTING  
SCALE: 1/4" = 1'-0"



MAIN FLOOR PLAN - CONSTRUCTION  
SCALE: 1/4" = 1'-0"



FELIX WESTERKAMP, dip-lng(FH)  
1690 WATER STREET  
KELOWNA, B.C. V1Y 8T8  
(250) 878-7848  
e-mail: bauchusf@shaw.ca  
web: www.bauchusdesigns.com

CONSULTANTS

ISSUED FOR  
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RENOVATION OF  
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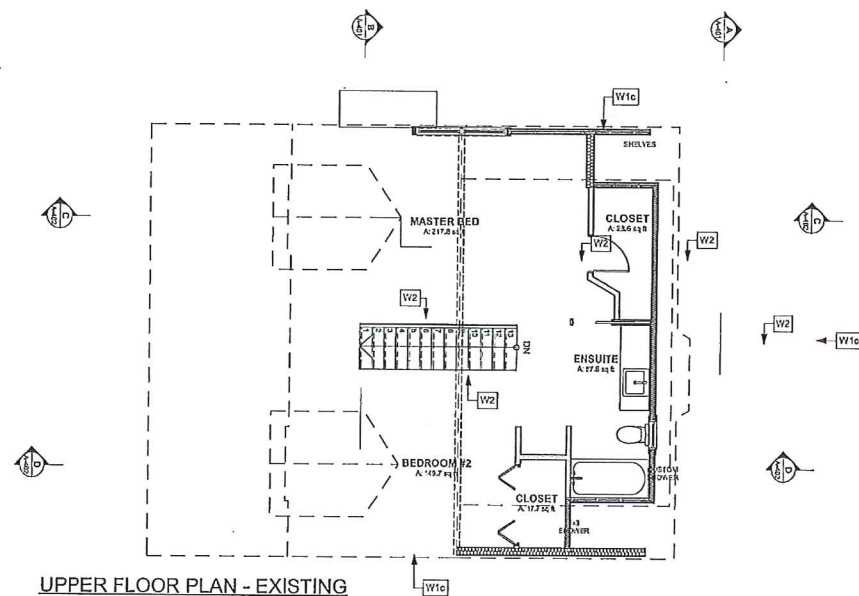
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MAIN FLOOR PLAN -  
PRINCIPAL DWELLING

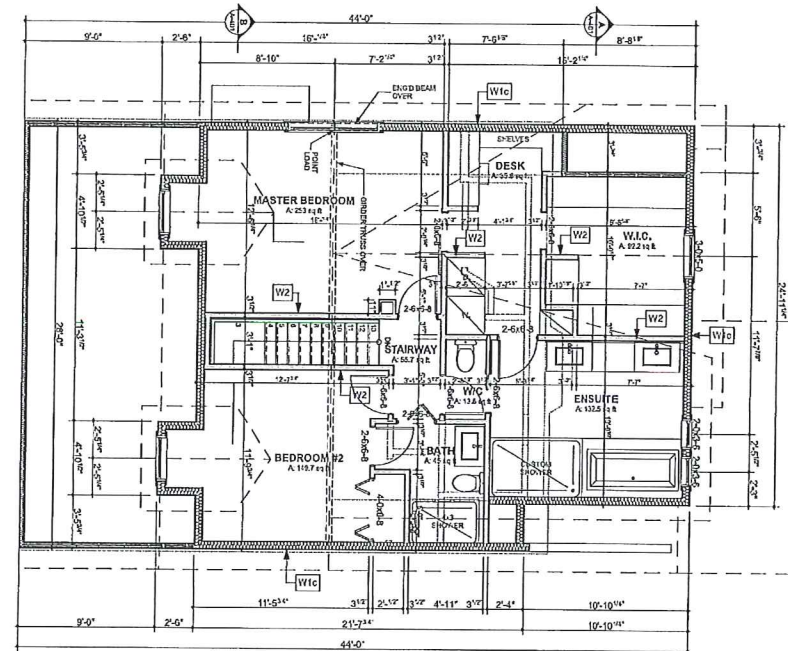
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SHEET 6

SCHEDULE A  
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Permit # HAP16-0003



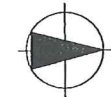
UPPER FLOOR PLAN - EXISTING  
SCALE: 1/4" = 1'-0"



UPPER FLOOR PLAN - CONSTRUCTION  
SCALE: 1/4" = 1'-0"

**WALL LEGEND:**

	EXTERIOR WALL - NEW CONSTRUCTION
	INTERIOR WALL - NEW CONSTRUCTION
	EXISTING WALL - TO REMAIN
	EXISTING WALL - TO BE DEMOLISHED



FELIX WESTERKAMP, dpl-ang(FH)  
1660 WATER STREET  
KELOWNA, B.C. V1Y 5T8  
(250) 878-7848  
e-mail: [bouhaus1@shaw.ca](mailto:bouhaus1@shaw.ca)  
web: [www.bouhausdesigns.com](http://www.bouhausdesigns.com)

CONSULTANTS

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RENOVATION OF  
AN EXISTING  
SINGLE FAMILY  
RESIDENCE

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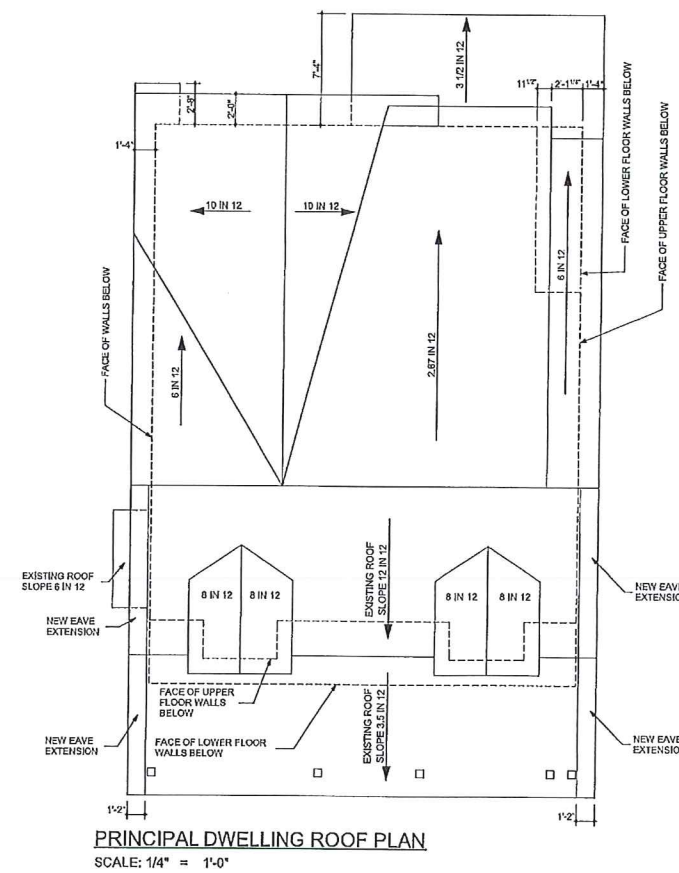
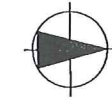
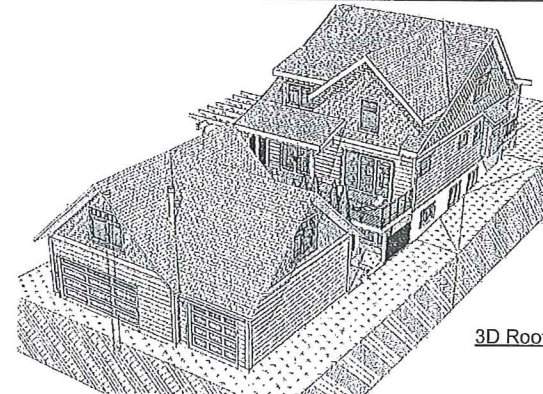
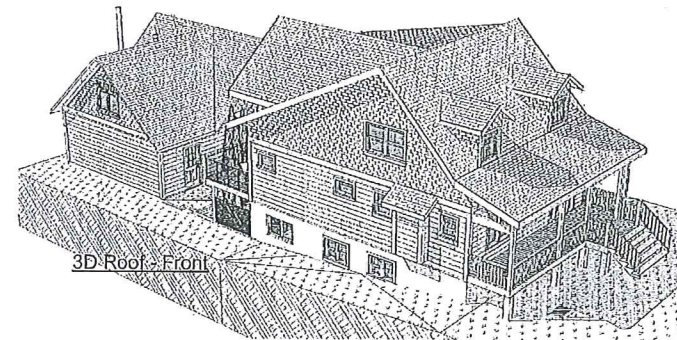
UPPER FLOOR PLAN -  
PRINCIPAL DWELLING

A-204

SHEET 6

SCHEDULE A

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FELIX WESTERKAMP, d'pHng(FH)  
1690 WATER STREET  
KELOWNA, B.C. V1Y 1B8  
(250) 878-7846  
e-mail: [bathaus1@shaw.ca](mailto:bathaus1@shaw.ca)  
web: [www.bathausdesigns.com](http://www.bathausdesigns.com)

## CONSULTANTS

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## RENOVATION OF AN EXISTING SINGLE FAMILY RESIDENCE

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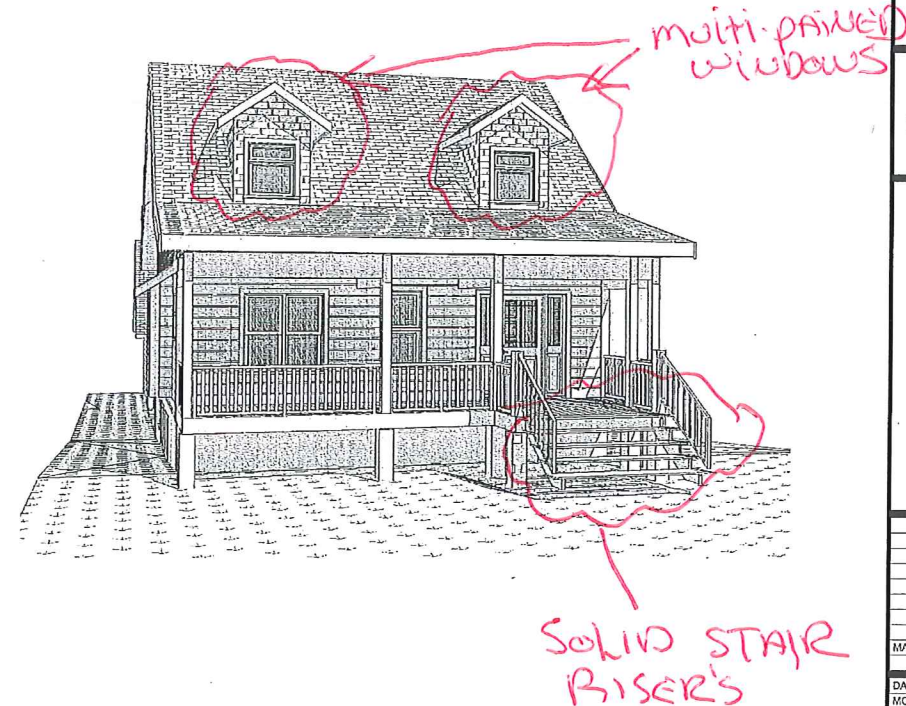
ROOF PLAN - PRINCIPAL  
DWELLING

A-205

SHEET 7

**SCHEDULE** A  
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Permit # HPP16-0003

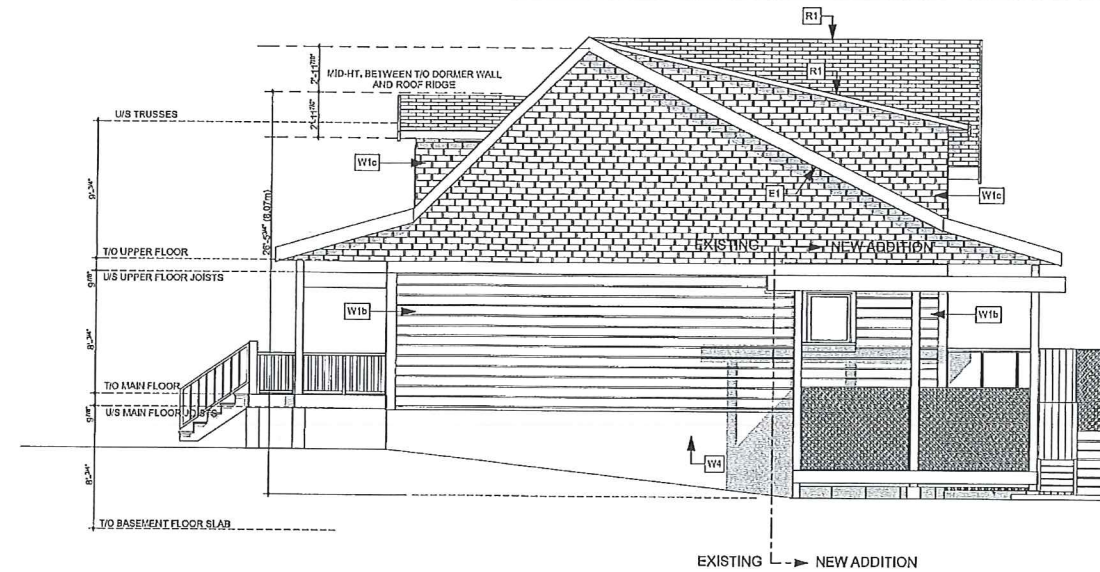




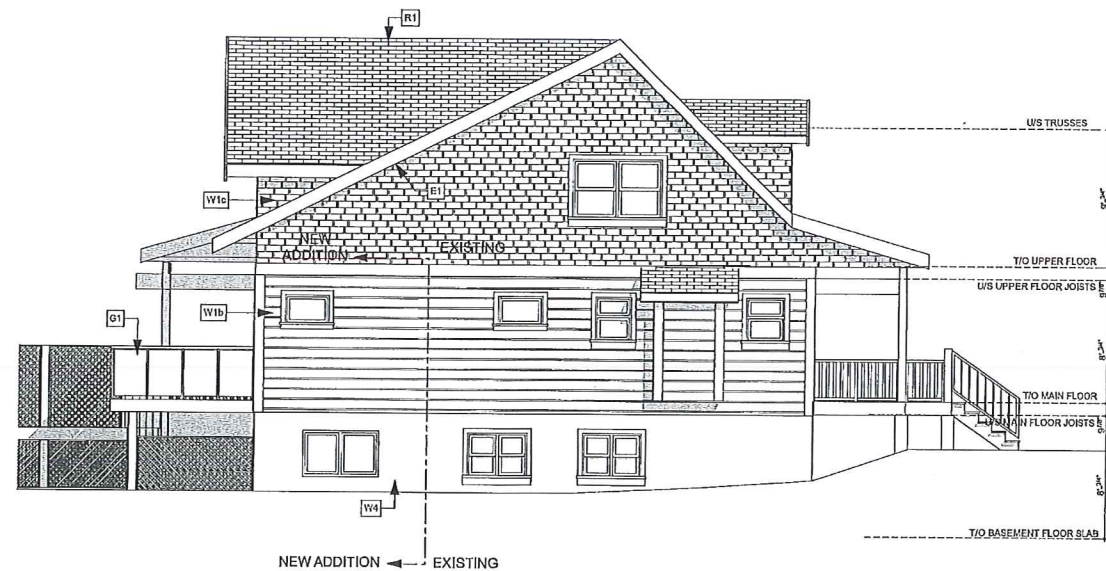
Permit # HAP 16-0003







PRINCIPAL RESIDENCE RIGHT ELEVATION - PLANNED STATUS  
SCALE: 1/4" = 1'-0"



PRINCIPAL RESIDENCE LEFT ELEVATION - PLANNED STATUS  
SCALE: 1/4" = 1'-0"



FELIX WESTERKAMP, dpl-Ing(FH)  
1690 WATER STREET  
KELOWNA, B.C. V1Y-8T8  
(250) 878-7846  
e-mail: fwesterkamp@shaw.ca  
web: www.fwesterkamp.ca

CONSULTANTS

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RENOVATION OF  
AN EXISTING  
SINGLE FAMILY  
RESIDENCE

268 Lake Ave. Kelowna BC  
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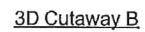
ELEVATIONS - PRINCIPAL  
RESIDENCE

A-302

SHEET 11

SCHEDULE B  
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Permit # HAP16-0003





**SCHEDULE** B

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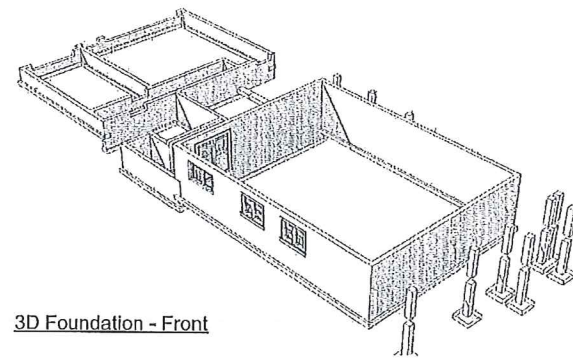
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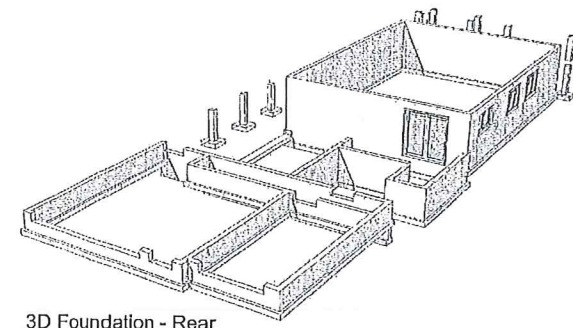




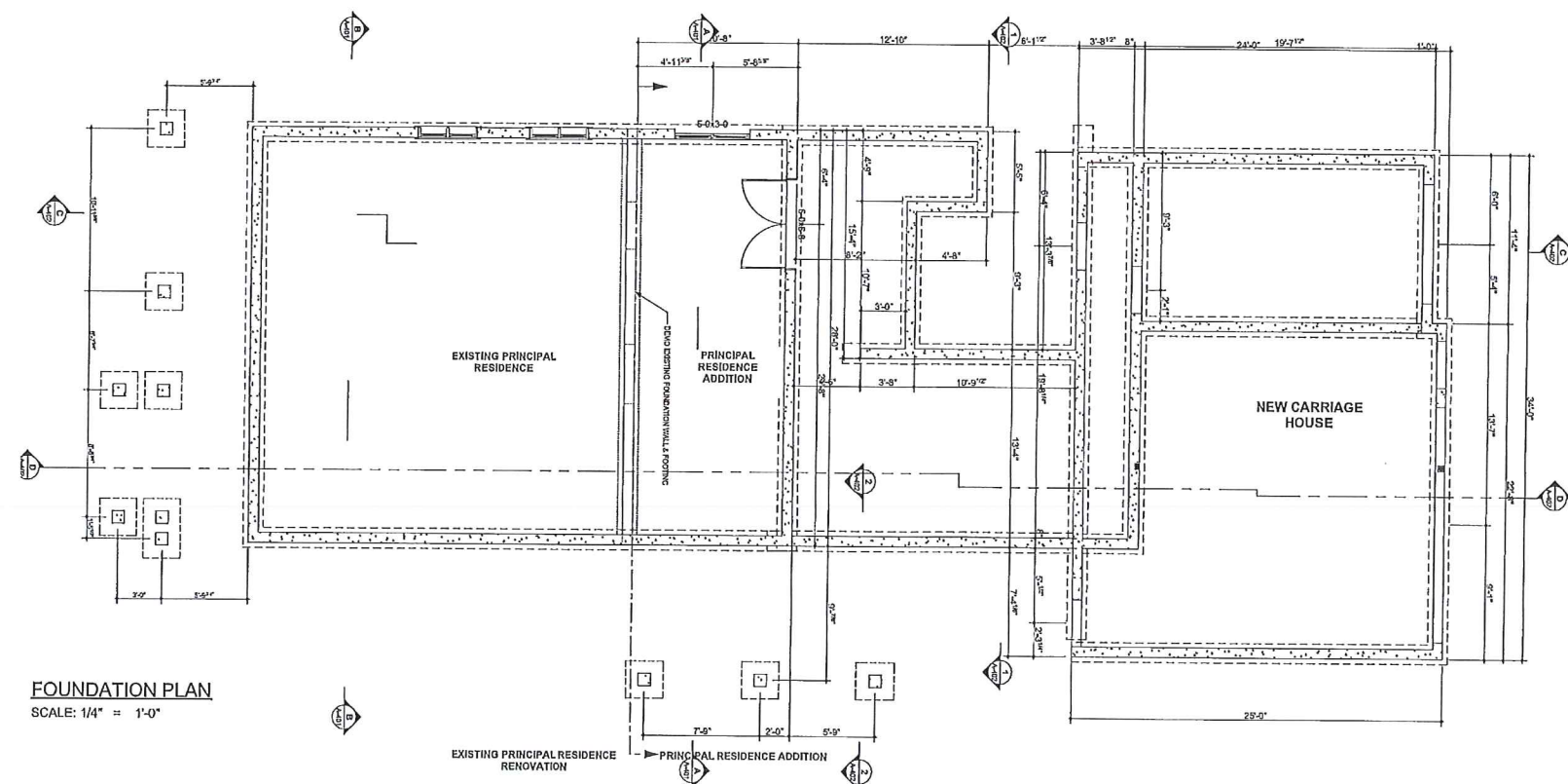




3D Foundation - Front



3D Foundation - Rear



FOUNDATION PLAN  
SCALE: 1/4" = 1'-0"



FELIX WESTERKAMP, dipl-Ing(FH)  
1630 WATER STREET  
KELOWNA, B.C. V1Y 8T8  
(250) 878-7848  
e-mail: bauhaus1@shaw.ca  
web: www.bauhausdesign.ca

CONSULTANTS

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BUILDING PERMIT

NEW BUILD OF A  
CARRIAGE  
HOUSE

268 Lake Ave. Kelowna BC  
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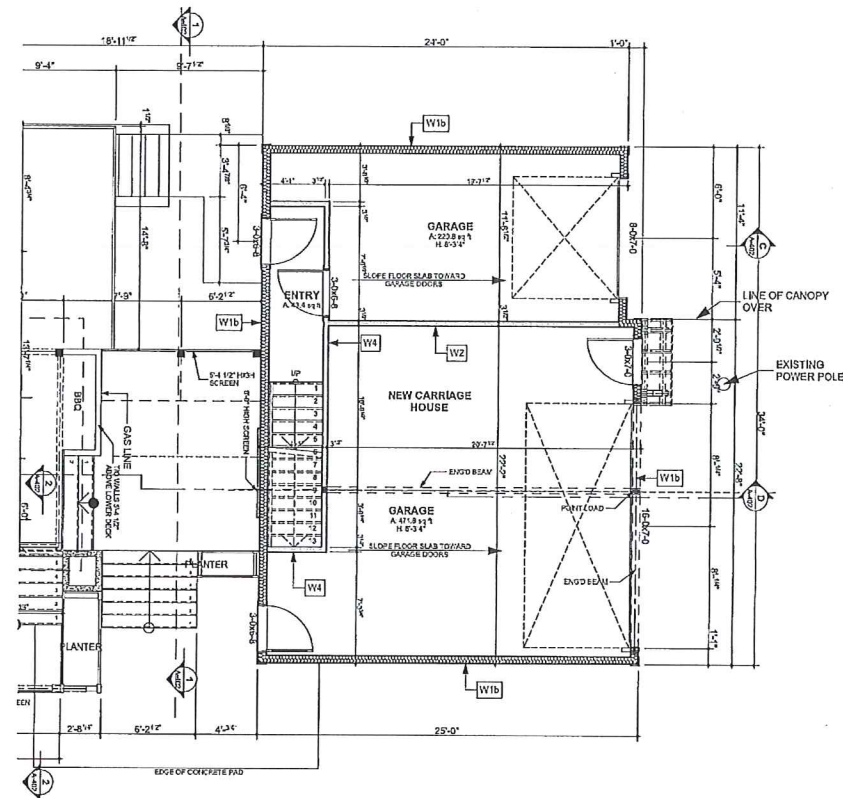
FOUNDATION PLAN -  
CARRIAGE HOUSE

A-201

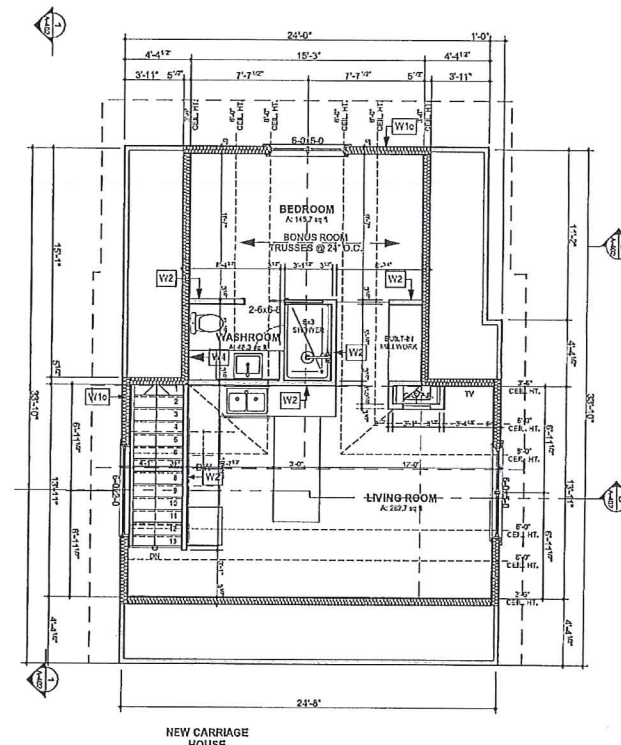
SHEET 33

SCHEDULE C  
This forms part of development  
Permit # HAP 16-0003





MAIN FLOOR PLAN - CONSTRUCTION  
SCALE: 1/4" = 1'-0"



UPPER FLOOR PLAN - CONSTRUCTION  
SCALE: 1/4" = 1'-0"

- WALL LEGEND:**
- EXTERIOR WALL - NEW CONSTRUCTION
  - INTERIOR WALL - NEW CONSTRUCTION
  - EXISTING WALL - TO REMAIN
  - EXISTING WALL - TO BE DEMOLISHED



FELIX WESTERKAMP, dplng(FH)  
1650 WATER STREET  
KELOWNA, B.C. V1Y 8T8  
(250) 878-7948  
e-mail: [bouhausf@shaw.ca](mailto:bouhausf@shaw.ca)  
web: [www.bouhausdesigns.com](http://www.bouhausdesigns.com)

CONSULTANTS

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NEW BUILD OF A  
CARRIAGE  
HOUSE

268 Lake Ave. Kelowna BC  
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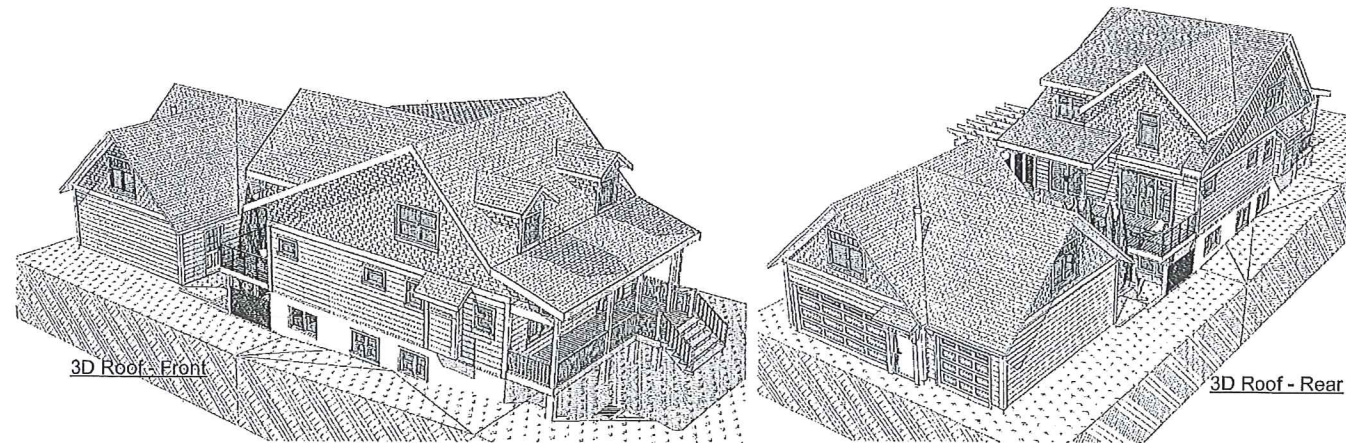
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FLOOR PLANS - CARRIAGE  
HOUSE

A-202

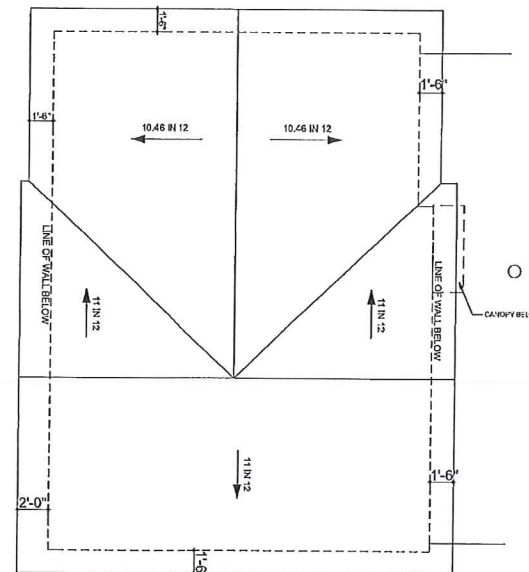
SHEET 34

SCHEDULE C  
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3D Roof - Front

3D Roof - Rear



CARRIAGE HOUSE ROOF PLAN  
SCALE: 1/4" = 1'-0"



FELIX WESTERKAMP, dpl4ng(FH)  
1890 WATER STREET  
KELOWNA, B.C. V1Y 8T8  
(250) 878-7848  
e-mail: felix@felixwesterkamp.com  
web: www.felixwesterkamp.com

CONSULTANTS

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BUILDING PERMIT

NEW BUILD OF A  
CARRIAGE  
HOUSE

268 Lake Ave. Kelowna BC  
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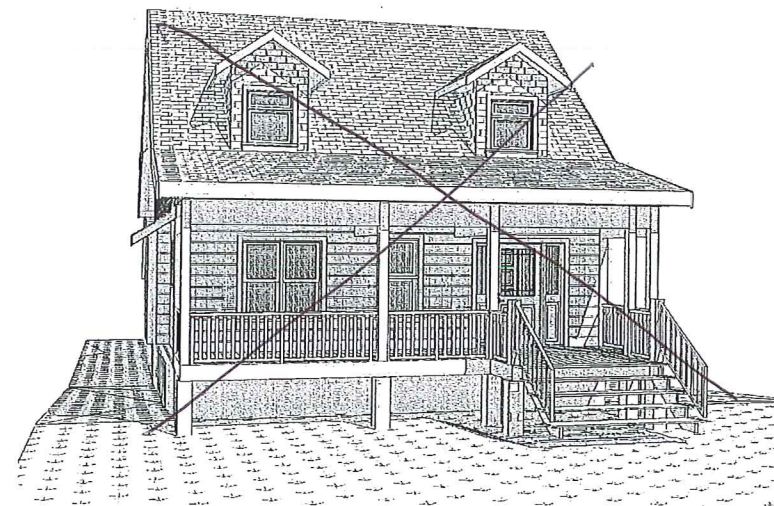
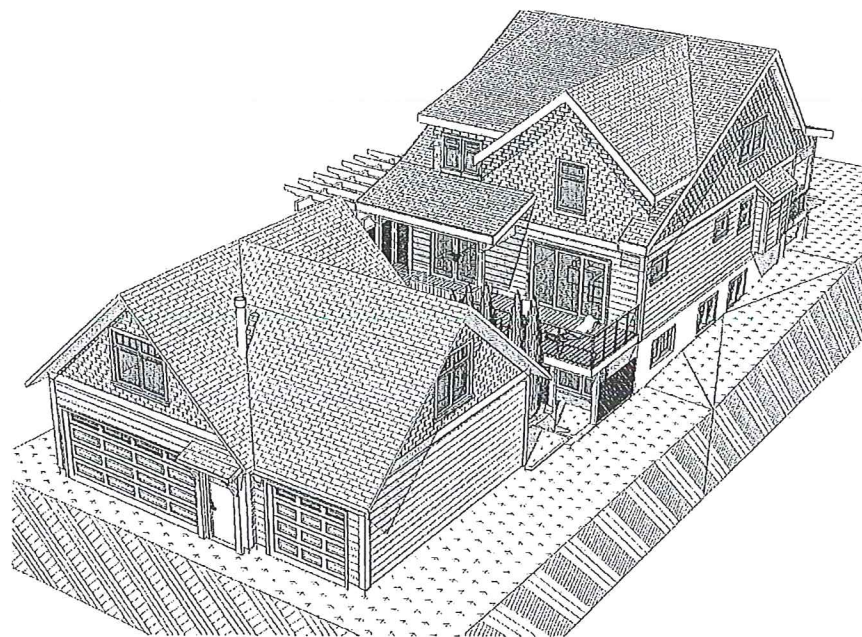
ROOF PLAN - CARRIAGE  
HOUSE

A-203

SHEET 35

SCHEDULE C  
This forms part of development  
Permit # HAPP/16-0003





FELIX WESTERKAMP, dipl.(FH)  
1600 WATER STREET  
KELOWNA, B.C. V1Y 8T8  
(250) 878-7646  
e-mail: felix@fwdesigns.com  
web: www.fwdesigns.com

CONSULTANTS

ISSUED FOR  
BUILDING PERMIT

NEW BUILD OF A  
CARRIAGE  
HOUSE

268 Lake Ave. Kelowna BC  
LOT A, DL.14, ODYD  
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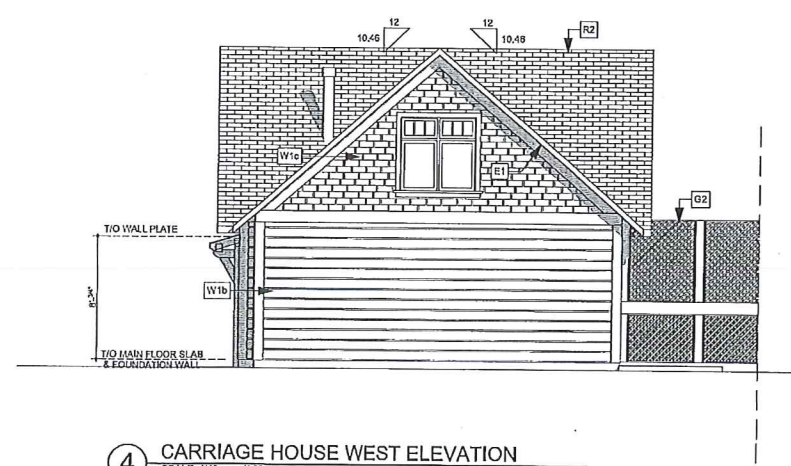
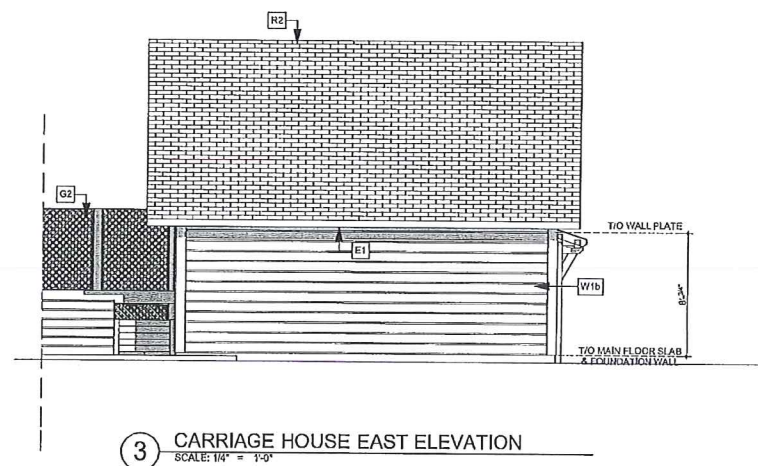
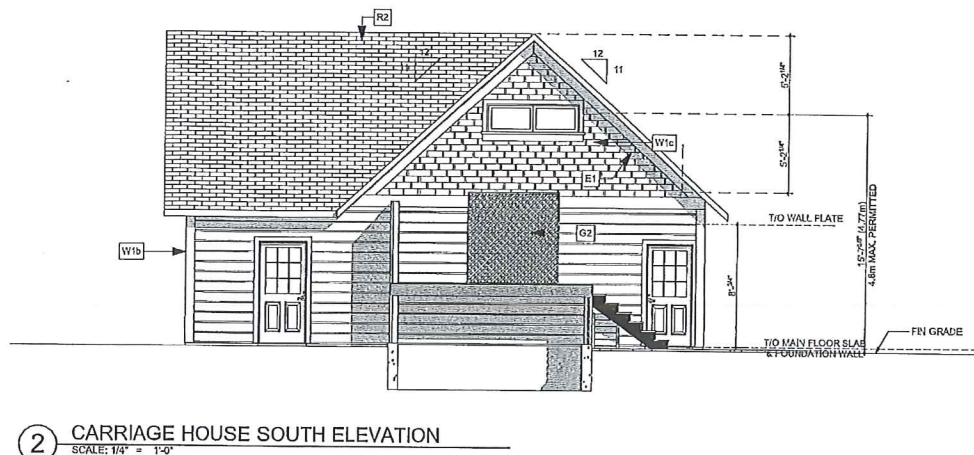
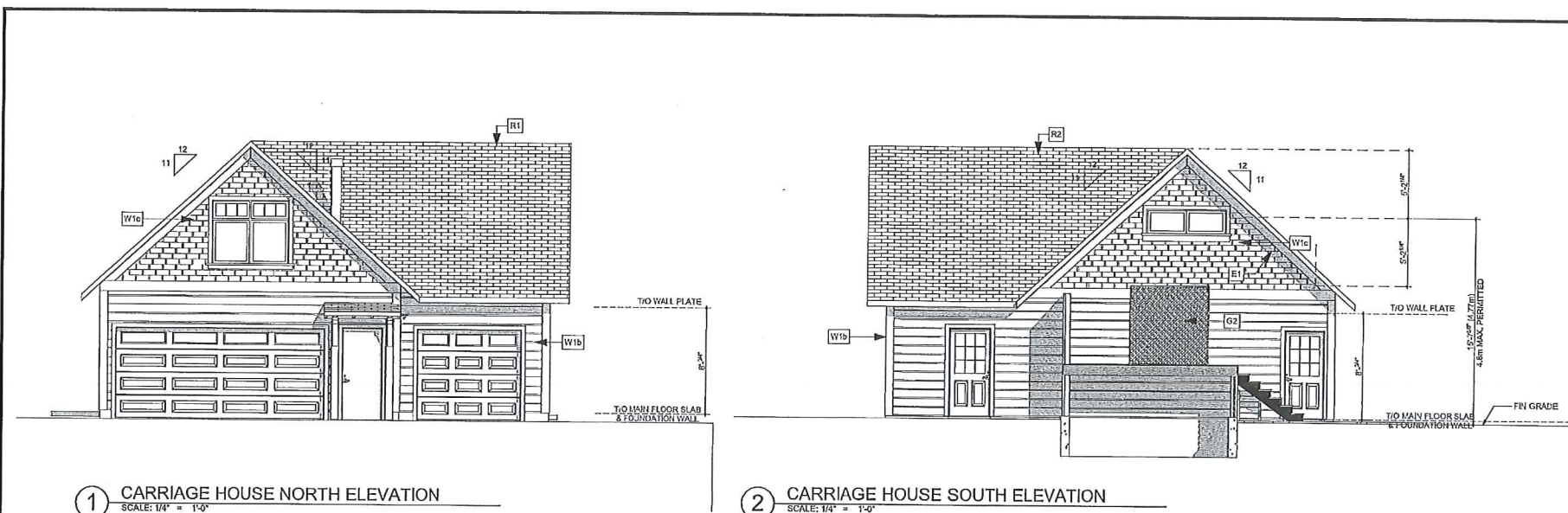
COVER SHEET

A-001

SHEET 31

SCHEDULE D  
This forms part of development  
Permit # HAP16-0003





FELIX WESTERKAMP, d'pl'ng(FH)  
1690 WATER STREET  
KELOWNA, B.C. V1Y-8T8  
(250) 878-7846  
e-mail: [bauhaus1f@shaw.ca](mailto:bauhaus1f@shaw.ca)  
web: [www.bauhausdesigns.com](http://www.bauhausdesigns.com)

## CONSULTANTS

ISSUED FOR  
BUILDING PERMIT

## NEW BUILD OF A CARRIAGE HOUSE

268 Lake Ave, Kelowna BC  
LOT A, DL.14, ODYD  
PLAN 42536

	//	
MARK	DATE	DESCRIPTION

DATE:	5/26/2018
MODEL FILE:	
DRAWN BY:	
CHK'D BY:	
COPYRIGHT	

**SHEET TITLE**

ELEVATIONS - CARRIAGE  
HOUSE

A-301

SHEET 36

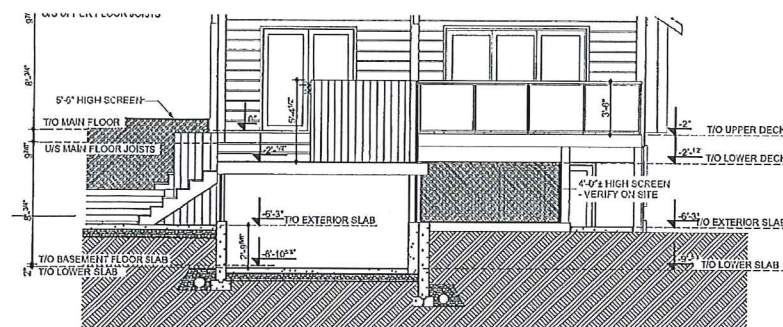
**SCHEDULE D**

This forms part of development

Permit # HP 16-0003

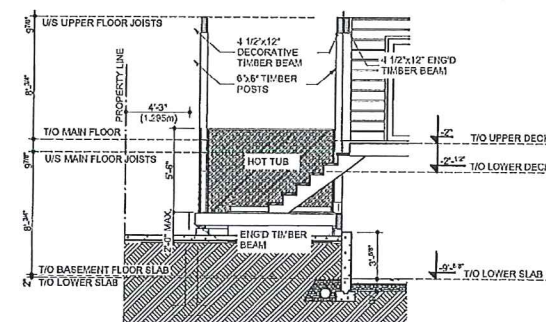






1 SECTION THRU DECK

SCALE: 1/4" = 1'-0"



2 SECTION THRU HOT TUB PLATFORM

SCALE: 1/4" = 1'-0"



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(250) 878-7846

e-mail: [bouhaus1@shaw.ca](mailto:bouhaus1@shaw.ca)  
web: [www.bauhausdesigns.com](http://www.bauhausdesigns.com)

## CONSULTANTS

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BUILDING PERMIT

### NEW BUILD OF A CARRIAGE HOUSE

268 Lake Ave. Kelowna BC  
 LOT A, DL.14, ODYD  
 PLAN 42536

	11	
MARK	DATE	DESCRIPTION

DATE:	5/26/2016
MODEL FILE:	
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**SHEET TITLE**

## SECTIONS - DECK DETAILS

A-402

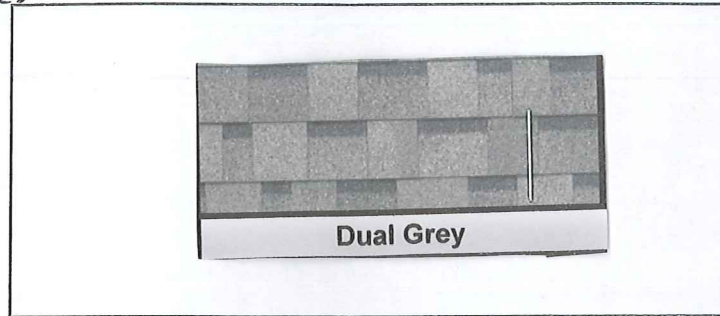
SHEET 38

**SCHEDULE** B  
This forms part of development  
Permit # HAAP 16-0003

**SCHEDULE " " B&D**  
**This forms part of development**  
**Permit # DPO \_\_-0\_\_**  
**HAP16-0003 - TB**

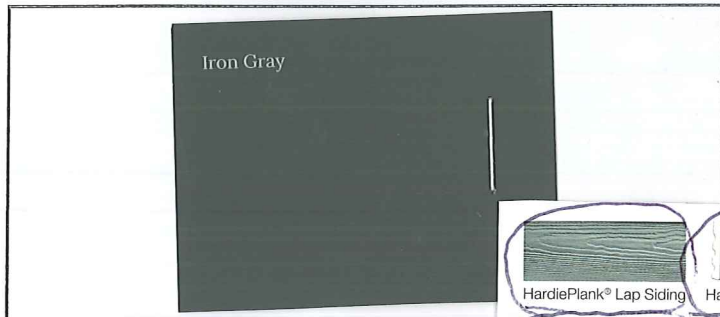
The following finishes are proposed for the Principal and Secondary Dwellings:

Roofing Material: **Asphalt Shingles**  
 Colour: **Charcoal grey**



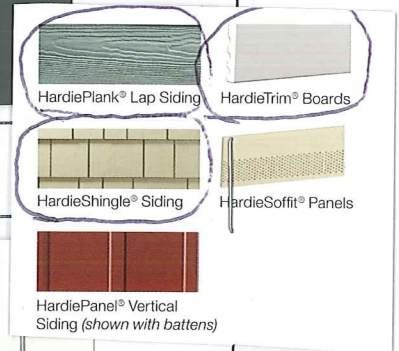
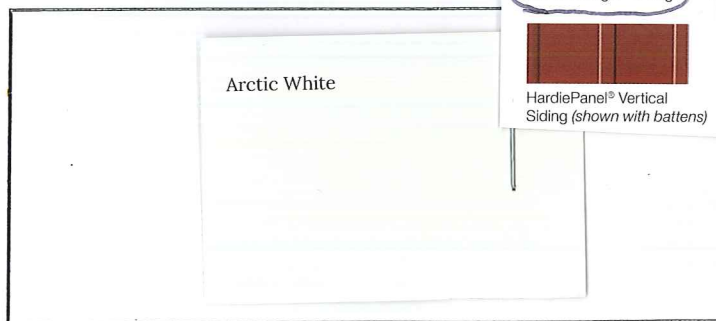
Main Body: **PLANK TOP SHINGLE**

Material: **HARDY PLANK / SHINGLE**  
 Colour: **IRON GREY**



Second Colour/Accent Colour:  
 (If applicable):

Material: **HARDY TRIM**  
 Colour: **ARCTIC WHITE**



Window/Door/Trim Colour: **ARCTIC WHITE**

Material: **Vinyl**  
 Colour: **White**

