

Casorso Area Redevelopment Plan  
(ARP<sub>23-01</sub>)

## **TERMS OF REFERENCE**

Policy & Planning Department  
Planning & Development Services Division  
City of Kelowna  
February, 2023

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## **1 PREAMBLE**

### **1.1 FRAMEWORK FOR AN AREA REDEVELOPMENT PLAN**

The Local Government Act (LGA) allows for an official community plan to be adopted by a municipality containing a statement of objectives and policies regarding planning and land use management in the area covered by the plan.

The City of Kelowna has taken a hierarchical, or 'nested' approach to community plans. The following is the hierarchy of community plans identified in Council Policy No. 247: Hierarchy of Plans (Sector Plans/Structure Plans/Redevelopment Plans):

- Official Community Plan
- Sector Plans
- Area Structure Plans
- Area Redevelopment Plans

Area Redevelopment Plans are endorsed by Council and direction is implemented as an amendment to the Official Community Plan (OCP), and other relevant bylaws and policies.

An Area Redevelopment Plan (ARP) may also require consultation with provincial and/or federal bodies on specific points/issues.

### **1.2 PURPOSE OF AN AREA REDEVELOPMENT PLAN**

Pursuant to Council Policy No. 247: Hierarchy of Plans (Sector Plans/Area Structure Plans/Redevelopment Plans), Area Structure Plans and ARPs provide a critical link between Kelowna's OCP and specific land development applications. Where an OCP is too broad to determine appropriate land use designations in areas where detailed investigation is required, and where a single development application is too narrow a focus to address broader issues, Area Structure Plans and ARPs provide the necessary framework. Specifically, these plans allow land owners to work with City Staff, the community and Council to conduct the necessary investigations to examine in detail the potential for development in a given area and to determine how that development would best meet City objectives, including issues such as land use, transportation, servicing, environmental protection, hazardous conditions, form and character, parks and community resources, and heritage.

The difference between Area Structure Plans and ARPs is that the former applies to previously undeveloped lands, while the latter applies to lands that have been previously developed.

According to Council Policy No. 247, ARPs are meant to be invoked when the Plan Area in question:

- (a) conforms to the purpose and intent of the Official Community Plan; and
- (b) is of sufficient magnitude in terms of population, units of development, servicing constraints, social impact or economic burden on the municipality; or
- (c) in Council's view, may affect adjacent properties, land uses, the natural environment or hazardous conditions; or
- (d) in Council's view, may affect municipal heritage sites, or a revitalization area; and
- (e) such other matters as may be required, unique to the plan area under consideration.

At its regular meeting of February 27, 2023, Council passed the following resolution with respect to the request for authorization to proceed to develop an ARP for the properties as specifically noted below:

THAT Council authorize the preparation of an Area Redevelopment Plan as outlined in the report from the Policy & Planning Department, dated February 27, 2023, for the following properties which have submitted an Area Redevelopment Plan application to the City of Kelowna:

3535 Casorso Road	004-911-873	Lot A, Plan 37230, District Lot 134, ODYD
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AND THAT the Area Redevelopment Plan be required to provide analysis, future land use concepts and all necessary details surrounding coordinated redevelopment potential to inform an Official Community Plan amendment as per this Terms of Reference and Council Policy No .247 on the following additional properties which are part of the Casorso Road Neighbourhood Plan Area identified by Official Community Plan Bylaw No. 12300 but have not submitted an Area Redevelopment Plan application to the City of Kelowna:

3501 Casorso Road	010-836-764	Lot 6, Plan 3463, District Lot 135, ODYD
3469 Casorso Road	003-690-199	Lot 5, Plan 3463, District Lot 135, ODYD
3461 Casorso Road	010-836-730	Lot 4, Plan 3463, District Lot 135, ODYD
3453 Casorso Road	009-320-644	Lot 3, Plan 3463, District Lot 135, ODYD
3445 Casorso Road	009-613-277	Lot 2, Plan 10171, District Lot 135, ODYD
3433 Casorso Road	009-613-242	Lot 1, Plan 10171, District Lot 135, ODYD
843 Lanfranco Road	009-613-307	Lot 3, Plan 10171, District Lot 135, ODYD
857 Lanfranco Road	009-613-331	Lot 4, Plan 10171, District Lot 135, ODYD
871 Lanfranco Road	009-093-079	Lot 5, Plan 10171, District Lot 135, ODYD

These two sets of properties, identified collectively as the 'Casorso Road Properties' forming the Area Redevelopment Plan (the "Plan Area") are shown on Figure 1 below:

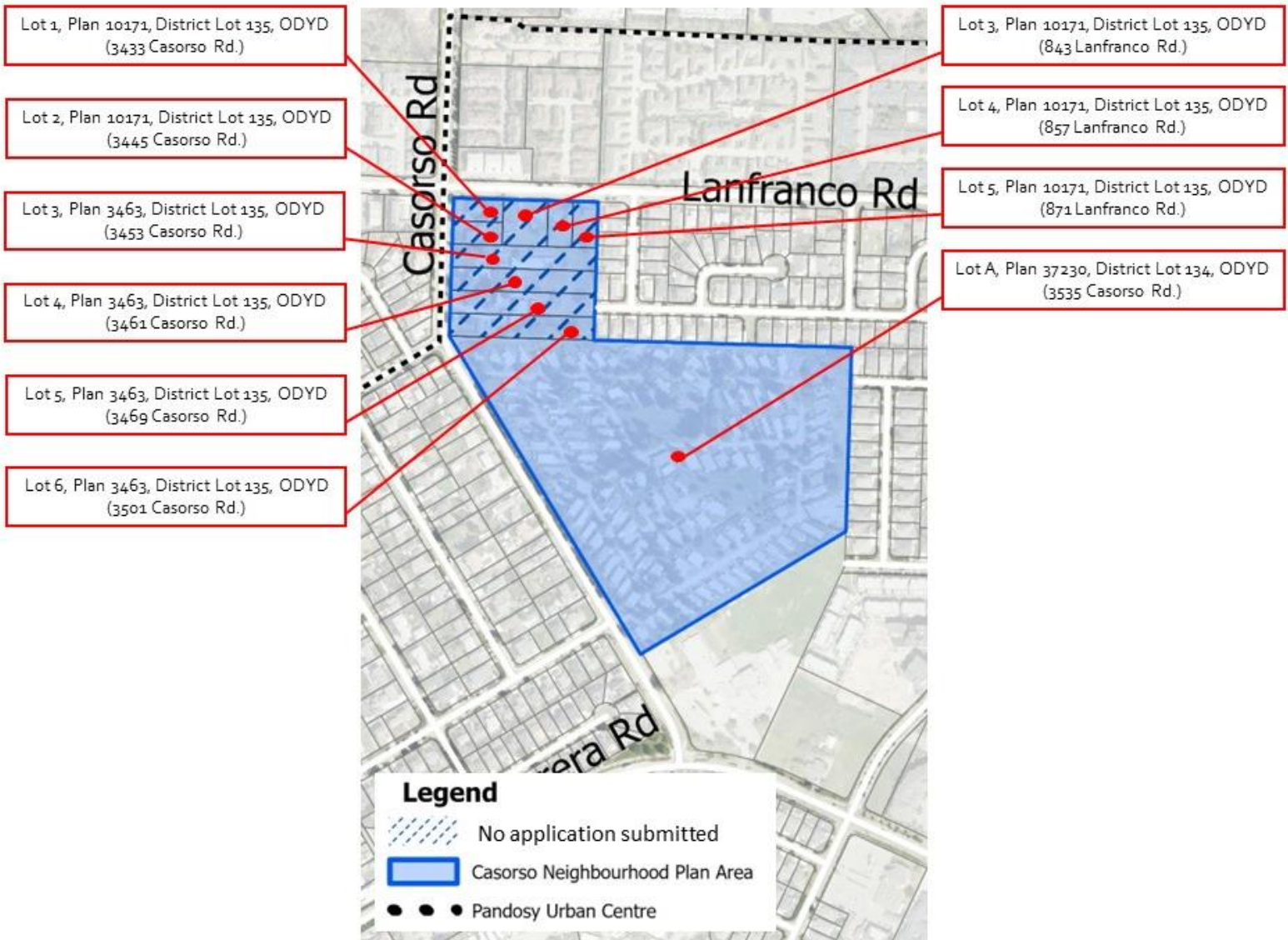


Figure 1: Casorso Road Properties, including legal descriptions

### 1.3 RESPONSIBILITY

An ARP shall be prepared or submitted by the owner (or owners) of the majority of land within the plan area, or by consultants acting on their behalf.

### 1.4 RELATIONSHIP TO OFFICIAL COMMUNITY PLAN AND PANDOSY URBAN CENTRE PLANNING INITIATIVES

The City of Kelowna Official Community Plan (OCP) 2040 (Bylaw No. 12300) contains policies regarding redevelopment of the Casorso Road properties. Specifically, this includes Policy 5.3.4 which states the following:

*"Consider redevelopment of the Casorso Road properties, as outlined on Map 16.1 [Special Planning Study Areas – Casorso Road Neighbourhood Plan] only at such time as an Area Redevelopment Plan is completed, in keeping with Policy 5.3.3 [Strategic Density]. This plan should be initiated by the property owners, and include at minimum, a community park of approximately 2.0 hectares in size fronting Casorso Road and linear park and pedestrian connections from Wintergreen Drive and Invermere Road to Casorso Elementary School."*

The location of the Casorso Road Properties is identified in Map 16.1 of the 2040 and is consistent with Figure 1 above.

Additionally, as of February 2023 City of Kelowna staff are scoping a planning process for the Pandosy Urban Centre and broader surrounding Core Area neighbourhoods, with particular attention to the Pandosy and Richter Corridors, to be undertaken beginning in 2023. These are identified implementation items contained in Table 16.1 [Implementation Actions] of the 2040 Official Community Plan.

Should these planning processes commence, at Council's discretion, they will proceed concurrently with the ARP process. The ARP process will be presented to Council for separate endorsement. As these separate planning processes within the broader Pandosy area proceed, however, they may influence the recommendations to Council on the future development entitlements of the Casorso Site ARP.

In the absence of a Pandosy Plan process, or endorsement of that process by Council, recommendations to Council on the Casorso Site will be informed by the policies and objectives of the 2040 Official Community Plan, as well as specific Pandosy Urban Centre metrics as they relate to those policies. This is to ensure that development of the Casorso ARP site will continue to ensure that the Pandosy Urban Centre remains as "the highest concentration of employment, shopping, entertainment and housing" (City of Kelowna Official Community Plan, p.10). These metrics will include but are not limited to:

- Population and unit projections;
- Employment projections, in consideration of a target people to jobs ratio of 2:1 per the Urban Centres Roadmap;
- Commercial development feasibility and likelihood;
- Urban Centre existing zoning build-out capacity; and
- Transportation Network Carrying Capacity.

In turn, the planning processes for the broader Pandosy area would be informed by the opportunities granted by the Casorso Site and these will be taken into account during the broader transportation and land use planning processes for the Pandosy Urban Centre and the Pandosy/Richter corridors.

It therefore must be acknowledged that, while planning for the broader Pandosy Area and the Casorso ARP are independent projects, the directions endorsed by Council at key stages of the Pandosy Urban Centre Planning processes will likely guide and impact the development of the Casorso Site ARP. Further details on the coordination between these multiple processes, and the information and research resources they will share, as well as key process milestones, can be found in Part B of this document. The general timing and process for executing an ARP outlined in Council Policy No. 247 would be modified due to the need to coordinate the ARP with the broader Pandosy planning processes, should Council direct staff to undertake them.



## 1.5 AREA REDEVELOPMENT PLAN CONTENTS & TERMS OF REFERENCE

Council Policy No. 247 gives general guidance on what an ARP is to include, as follows:

- (a) an inventory of existing land uses, natural features, zoning, transportation networks, utility infrastructure and heritage sites;
- (b) a statement of development objectives and policies for the area, and their relationship to Council policy as stated in the Official Community Plan, and within other bylaws and policies that may be adopted by Council from time to time;
- (c) where applicable, information on the natural environment or hazardous conditions of the area including the manner in which natural site characteristics will influence development;
- (d) the identification of major land uses by type and density;
- (e) the general location of transportation networks and required upgrades to accommodate vehicles, public transit, pedestrians and cyclists within the plan area, and the relationship of the proposed network to existing City facilities. Advance transportation plans should identify all vehicle, transit, pedestrian, cycle and trail linkages and provide a mix of trail, local, collector and arterial roads necessary to create a balanced transportation system;
- (f) the location and type of any development permit areas to be designated within the plan area, together with guidelines for proposed development within those development permit areas.

Beyond this, Council Policy No. 247 requires that a Terms of Reference (TOR) be created for each specific ARP in order to cater the requirements of the ARP to the specific site in question. This document is meant to provide the Terms of Reference for the Casorso Site ARP.

## 1.6 INTERPRETATION

The precise scope of the conditions and requirements in the Terms of Reference are subject to review and refinement by City Staff.

## 2 INTRODUCTION

This Terms of Reference document is split into two parts: Part A: Content; and Part B: Process. Part A: Content describes the items to be included in the ARP. Words in italics would be replaced by the applicant as the information is made available. Part B: Process describes the process that must be followed in generating the required content.

## 3 PART A: CONTENT

### 3.1 ADMINISTRATION (SUBMISSION I)

The section on Administration will provide a concise statement or brief description of the plan's purpose, authority, timeframe, and interpretation. For the purpose of Section 3.2, 'Plan Area' is to include the lands which are the subject of the ARP, 'immediate surroundings' are to include areas to within approximately 500 metres of the Plan Area as appropriate, and 'broader surroundings' are to be context driven, as appropriate.

### 3.2 PLAN CONTEXT (SUBMISSION I)

The section on Plan Context will include the following sub-sections, with the required content described:

#### 3.2.1 Location/Site Context:

*A description of the Plan Area's location in the city, and a general description of immediate and broader surroundings (both natural and built environment).*

*Include a context map in support of the description.*

#### 3.2.2 History of Plan Area and Surroundings:

*A description of the history and development of the Plan Area and immediate surroundings  
Include photos, orthophotos and/or maps as appropriate.*

*An account of the natural environment and site conditions prior to development.  
Include photos, orthophotos and/or maps as appropriate.*

#### 3.2.3 Site Analysis (Current Conditions):

##### 3.2.3.1 Land Ownership

*A table to include registered owners, municipal addresses and legal addresses of properties included in the Plan Area.*

*A map identifying the legal address of proponent, private and public lands within the Plan Area and adjacent roads and properties.*

*Waterbody Identification and Ownership Determination. Applicants are responsible for identifying any water features and their ownership within the Plan Area including wetlands, water bodies, and filled-in water bodies as these may be subject to both ownership and regulatory interest by the Province or Municipality. This requirement will provide important information on existing natural resources, regulations affecting future development, early identification of Crown and Municipal interest in lands for preservation and or conservation purposes, and greater certainty for land development investors.*

##### 3.2.3.2 Topography:

*A description of the topography of the site and immediate surroundings (as appropriate), including visually significant features.*

##### 3.2.3.3 Land Use:

*A description of existing land uses and the built form in the Plan Area and immediate surroundings  
Include a land use map to support the written description.*

##### 3.2.3.4 Environmental & Hazard Conditions:

*A Report from a Qualified Environmental Specialist to include all items in Appendix I (Environmental Assessment), except sections 3 and 4.*

3.2.3.5 Hydrological Conditions:

*A Report from a Qualified Engineering Professional to include all items in Appendix II (Hydrogeological Impact Assessment Reports).*

3.2.3.6 Geotechnical Conditions:

*A Report from a Qualified Engineering Professional to include all items in Appendix III (Geotechnical Assessment Reports), except sections 2.2-2.6 of Appendix III, which are to be included with the Draft Plan. Including, but not limited to: soil composition, profile, classification, geologic process, terrain stability, and suitability for development (including expected measures needed to prepare ground for a range of development intensities).*

3.2.3.7 Existing Parks & Public Space:

*An inventory and description of the parks, public spaces and natural areas in the Plan Area and immediate surroundings, as appropriate.*

*Include classification of parks as set out in the OCP (as amended or replaced from time to time), and distinguish between active parks and amenities and passive natural areas.*

*Include locations of land identified for park development in the Official Community Plan and Parks Master Plan.*

*Include a map in support of the written description.*

3.2.3.8 Existing Recreational and Cultural Facilities:

*An inventory and description of the cultural and recreational facilities in the Plan Area and immediate surroundings, as appropriate.*

*Include locations of land identified for recreational and cultural facilities in the Official Community Plan, Transportation Master Plan, and Parks Master Plan, Cultural Plan, Cultural Facilities Master Plan (2021), Sports Facilities Master Plan (2021), Housing Needs Assessment (2017), Healthy Housing Strategy (2018), and Care for our Kids (Community Child Care Planning Central Okanagan).*

*Include a map in support of the written description.*

3.2.3.9 Existing Historical and Archeological Assets:

*An archaeological overview assessment (AOA) report from a Certified Professional who is a member of the Archaeological Society of British Columbia. Include an inventory and description of the existing historical and archeological assets in the Plan Area include a map and photos as appropriate. If the AOA report shows that archaeological sites may be present, a Archaeological Impact Assessment (AIA) Report will be required.*

3.2.3.10 Existing Transportation Infrastructure:

*A description of existing transportation infrastructure in the Plan Area and immediate surroundings. Describe the vehicle/road network (classification, urbanization, street tree canopy, street lighting,*

*laning), intersection/crosswalk traffic control, on and off-street parking supply, truck routes, the transit system (routes and infrastructure) and the active transportation network (pedestrian, bicycling and shared facilities).*

*A description of the connections to adjacent destinations including but not limited to the surrounding neighbourhood (Pandosy), north to Downtown, and to the south. Connections to the east can be limited to Casorso and KLO roads.*

*A description of existing travel patterns/behaviors to and from the site and adjacent neighbourhood. Place these in context within Kelowna.*

*Include maps in support of the above descriptions.*

#### **3.2.3.11 Existing Utility Infrastructure:**

*A description of the water, sewer and storm drainage infrastructure in the Plan Area and immediate surroundings, including material, age, and overall current estimated condition. The analysis must account for contributory and downstream systems.*

*Include a separate map for each type of infrastructure in support of each description.*

*Assess the existing system demands vs existing system capacities in accordance with the City Subdivision, Development, and Servicing Bylaw # 7900, Schedule 4.*

*Include a separate map for each type of infrastructure to illustrate existing assessment results. A description of the private utilities infrastructure serving the Plan Area.*

#### **3.2.3.12 Site Analysis Summary Map:**

*A map(s) pursuant to Section 3.2.2 summarizing existing conditions of the Plan Area and immediate surroundings (as appropriate) framed in terms of opportunities and constraints for redevelopment. Individual topics (ie topography, ownership, utilities) should be combined where appropriate however maps should remain uncluttered.*

#### **3.2.4 Policy Analysis:**

*Identification and analysis of current and in-stream Federal, Provincial, and Regional and Municipal policies and regulations that specifically pertain to the redevelopment potential of the Plan Area and immediate surroundings (as appropriate).*

*At a minimum, the following City of Kelowna plans and reports must be reviewed (all plans and reports will be provided to the applicant in a separate submission): Imagine Kelowna (2018), Official Community Plan 2040 (2022), Transportation Master Plan (2022), Parks Master Plan (underway), Parkland Acquisition Guidelines (2011), Parks Linear Plan (2009), Cultural Plan, Cultural Facilities Master Plan (2021), Sports Facilities Master Plan (2021), Housing Needs Assessment (2017), Healthy Housing Strategy (2018), and Care for our Kids (Community Child Care Planning Central Okanagan).*

3.2.5 Planned Capital Improvements:

*Identification of all City of Kelowna capital projects funded or planned within the Plan Area and immediate surroundings (as appropriate) that are identified in the following documents: 2030 Infrastructure Plan, Transportation Master Plan, DCC Program, 10-Year Capital Plan and current annual Financial Plan (specified plans to be considered as amended or replaced from time to time).*

*Include a map of any planned or proposed improvements (also illustrating projected timelines).*

3.2.6 Planning Best Practices:

*Identification and description of planning best practices regarding the redevelopment of brownfield sites—and especially brownfield sites of a similar nature—which would inform and influence the ARP. Include Case Studies as appropriate, minimum of 2.*

*Case Studies are to include an account of the planning methodology and principles employed, identify challenges and successes, and a description of any opportunities for similar approaches with the Casorso ARP.*

3.2.7 Communication and Engagement Plan:

*A plan which describes the format, strategies, methods, and audiences of consultation to be undertaken, for each of the 3 required phase of consultation (per Sections 3.3, 3.7 and 3.9 of this document).*

*All public engagement must be consistent with Council Policy No. 372 "Engage Policy" as it may be amended.*

*All in person public consultation sessions are to be open to the public, as well as advertised and conducted in accordance with Council Policy No. 367, "Public Notification & Consultation for Development Applications", S. 4.c as it may be amended.*

*All phases of public engagement are to include a minimum of two types of engagement; at least one in-person event (ie workshop, information meeting) and another type of engagement is at the applicant's discretion (ie an online survey or other written/verbal feedback tools).*

*Charettes, while an important part of engagement, design and planning process, will not count towards minimum engagement session unless they are open to the public per this Section.*

*Consideration for demographic audiences should be taken into account, such as age groups, availability and willingness to attend/participate, appropriateness of methods for target audience. (Area specific demographic information can be provided by City Staff).*

*In keeping with OCP Policy 9.3.3, consider how to reach voices that are seldom heard and equity-seeking groups.*

*The Communication and Engagement Plan must include at minimum the following:  
Identification of the level of engagement to be taken in accordance with IAP2 Standards  
A description of the approach to engagement.*

*Identification of target stakeholders and stakeholder groups to be consulted.*

*Identification of the specific activities/methods/strategies/tactics that are to be taken at each individual phase of consultation.*

*Indigenous Consultation must be incorporated:*

*The City of Kelowna's relationship building process with local Indigenous peoples - including efforts both within and outside of the Pandosy Urban Centre Planning processes – is ongoing. The applicant will also be required to work with sylix (Okanagan) peoples and urban Indigenous organizations as appropriate during the preparation of the ARP. The specific phase at which indigenous consultation occurs is at the discretion of the applicant. Early consultation is recommended.*

*The applicant is encouraged to review Chapter 9 of the 2040 OCP, and in particular take into consideration of Objective 9.2 and its related policies.*

*Identification of individual Indigenous stakeholders is to be included.*

*Identification of the specific activities for indigenous engagement must be included. It is suggested that individual stakeholder groups be approached in person (ie presentation to WFN Council and request for feedback).*

*The specific venue, format and content to be presented/displayed at each engagement session does not need to be identified in the Communications and Engagement Plan (whether in person or otherwise) but is to be provided before each engagement event and formally approved by City Staff prior to all engagement sessions and activities.*

### **3.2.8 Market Feasibility Study:**

*An account of the market feasibility of different varieties and tenures of residential, and commercial land uses (also including mixed-use), including proposed affordable housing components. The feasibility study should account for expected growth outside of the Plan Area, within the Pandosy Urban Centre, taking into account the Pandosy Urban Centre Technical Background report discussed in Section 3.5.1.*

*Provision of housing typologies and market feasibility over time is to be aligned with expected project phasing and construction build-out that is to be later identified in Section 3.8 (Draft Plan).*

*Include anticipated absorption rates of viable residential and commercial land uses aligned with expected phasing and construction timelines.*

## **3.3 FIRST CONSULTATION SUMMARY (SUBMISSION II)**

### **3.3.1 Public Consultation Summary:**

*The specific venue, format and content to be presented/displayed for engagement (whether in person or otherwise) is to be provided before each engagement event and formally approved by City Staff prior to all engagement sessions and activities.*

*Undertake public engagement, utilizing the Plan Context (Section 3.2) information, to inform the Visions and Objectives (Section 3.5). Prepare a summary of the public consultation process and results regarding the Plan Context (see Part B: Process, Section 4.1.2 for further detail) including at minimum:*

*Full details on the venue, content presented/displayed, number of persons who attended in person, number of persons who participated in other formats*

*A summary of all public feedback received. Feedback is to be grouped into themes, as appropriate, with explanations/interpretations included as necessary*

*The summary must also include details on engagement events undertaken in 2022 prior to the commencement of the ARP application process*

*Include a copy of all written feedback appended to submission.*

### 3.3.2 Indigenous consultation summary

*The summary must include a separate account of all indigenous consultation undertaken up to the time of submission and itemized separately as per 3.3.1.*

## 3.4 TENANT RELOCATION (SUBMISSION III)

### 3.4.1 Preliminary Tenant Relocation Plan

*At the time of application, the Plan Area contains the Central Mobile Park, containing over 100 occupied mobile (and modular) homes. Acknowledging that preliminary concepts submitted to the City show a complete redevelopment of the Mobile Park, the applicant will be required to present a plan that identifies how existing tenants of the Central Mobile Park, and/or owners of mobile homes within the Central Mobile Park, will be accommodated into new housing during and after redevelopment. The Tenant Relocation Plan must include, at minimum, the following:*

#### 3.4.1.1 Current Policy Summary

*The applicant must list and provide a summary description of all relevant sections of municipal bylaws, policies, and provincial regulation/legislation that will impact the process of tenant relocation. This includes, but is not limited to, the City of Kelowna Council Policy 229 Mobile Home Park Redevelopment, City of Kelowna 2040 Official Community Plan Bylaw No. 12300, The Manufactured Home Park Tenancy Act, and the Rental Tenancy Act.*

#### 3.4.1.2 Current Occupancy Summary

*The applicant will be required to document to the City, in tabular format, the following information for each mobile home on the site:*

- *Details on age, size, number of bedrooms, type, condition, structural modifications, any available CSA certification, and the ability of the unit to be moved and re-certified. These details must be prepared by a qualified professional(s);*
- *Occupancy status (owned/rented/vacant) and length of current tenancy at the Central Mobile Park; and*
- *Most recent BC Assessment value.*

#### 3.4.1.3 Communications Plan

*A communications plan must be prepared by the applicant. The communication plan must detail and describe how residents will be notified of the ongoing ARP process, any plans for ending the tenancy, and how residents will be involved in this process.*

#### 3.4.1.4 Relocation Plan

*Relocation can be an extremely stressful and disruptive process, exacerbated by variable life conditions. The applicant must provide a strategy for how they will assist existing occupants of the Plan Area in finding interim and permanent housing that is within their means. The Relocation Assistance Plan must detail:*

- Identification of a Tenant Relocation coordinator, hired by the applicant, who will be a point of contact to existing tenants, provide direct assistance throughout the relocation process to aid in finding new housing and provide other necessary supports, and be an information resource throughout the process;*
- A written strategy for assisting tenants in the process of relocating to permanent housing within the city of Kelowna or other destination of their choice. It is expected that, when assisting tenants in finding appropriate housing, factors pertaining to individual tenants such as ability to pay, household size and presence of pets are taken into consideration by the owner/developer or their agent in order to help find the most appropriate housing available;*
- A written strategy for providing the opportunity of right of first refusal to existing tenants/occupants within the Plan Area once the redevelopment is complete.*

### 3.5 VISION AND OBJECTIVES (SUBMISSION IV)

#### 3.5.1 The Vision & Objectives for the Plan Area will include:

*A statement of the Vision & Objectives for the Plan Area, which is to be informed by the Plan Context and the first round of public consultation (see Part A: Content, s. 3.2 and Part B: Process, Section 4.1.4.)*

*The Vision & Objectives must articulate a comprehensive account of the long-term future development of the plan area over a given amount of time. The objectives must express and define the key directions and strategies needed for the ARP to achieve the stated vision. Objectives should address all aspects of the development, including but not limited to land use, housing, transportation, parks and public spaces, recreational and cultural facilities, heritage conservation, utilities, and urban design*

*The Vision & Objectives must describe and be rooted within a particular planning framework and/or methodology and/or set of principles. The framework/methodology/set of principles itself must relate and refer to the policy review and outcomes of the case study review. The chosen approach for the ARP must demonstrate consideration of the interrelated implications of development that are necessary to achieve the Imagine Kelowna Vision and align with the OCP's pillars, growth strategy, objectives and policies (as amended or replaced from time to time)*

*The vision and Objectives must incorporate and take account of two key pieces of work being led by the City. These are:*

*A "Pandosy Urban Centre Technical Background" report, which will be a City-led technical report, will be completed by City Staff. This report will looking at anticipated growth within the adjacent Pandosy Urban Centre, through individual analyses of:*

- Population and unit projections;*



- *Employment projections, in consideration of a target people: jobs ratio of 2:1 per the Urban Centres Roadmap;*
- *Commercial development feasibility and likelihood; and*
- *Urban Centre existing zoning capacity*
- *Transportation Capacity*
- *Parks Master Plan*

*A transportation "Carrying Capacity" Report, which will be a City-led technical report that will be completed by City staff. It will estimate the scale of development that can be accommodated in the Pandosy Urban Centre and broader surrounding Core Area neighbourhoods through an analysis of:*

- *Existing travel patterns, behaviour, and vehicle traffic counts*
- *Planned infrastructure projects for all modes*
- *Increases in travel demand due to growth in external areas (e.g. Southwest Mission, Cook Truswell Village Centre)*
- *Opportunities to shift behaviour (e.g. lower trip generation, decreased driving mode split) for both new and existing residents and workers*

*The "Carrying Capacity" will also inform the scope of the analysis of the Transportation Report described in Section 3.8.1.5*

### **3.6 CONCEPT PROPOSALS (SUBMISSION V)**

#### **3.6.1 Concept Plan(s):**

*One or more Concept Plan(s) is to be generated including types, mix, general location and density of land uses; general location of roads and transportation network (including pedestrian, bicycling and transit connections); general location of conservation areas and parks and public space; and general location and description of additional public facilities to be included*

*Pending outcome of the Environmental Assessment Report, any identified Riparian Management Area must be shown on all plans (Reference Chapter 21 of the OCP) as required. Any required Riparian Management Area is to be dedicated to the City of Kelowna via rezoning/subdivision process.*

*Dedication of Linear Parks must be shown on all plans (Reference Chapter 5, Objective 5.14 of the OCP). The ARP is to indicate the provision for public access through the site including but not limited to dedicated linear parks. While dedication does not occur until the subdivision and rezoning stage, the ARP is to indicate the location and minimum width of the linear park dedication. The City's standard requirement of 10m width - which may be in addition to, and outside of, any riparian management area requirements - will be used as a baseline. Alternative approaches that may include a variance from the 10m baseline expectation will be explored and considered provided the approach is consistent with broad objectives of the applicable City policy.*

*An explanation of how the Concept Plan(s) meet the Vision & Objectives of the Plan Area*

### 3.7 SECOND CONSULTATION (SUBMISSION VI)

#### 3.7.1 Public Consultation Summary:

*The specific venue, format and content to be presented/displayed for engagement (whether in person or otherwise) is to be provided before each engagement event and formally approved by City Staff prior to all engagement sessions and activities.*

*Undertake public engagement to present the Concept Proposals(s) (Section 3.6) Prepare a summary of the public consultation process and results regarding the Concept proposals (see Part B: Process, Section 4.1.7 for further detail) including at minimum:*

*Full details on the venue, content presented/displayed, number of persons who attended in person, number of persons who participated in other formats*

*A summary of all public feedback received. Feedback is to be grouped into themes, as appropriate, with explanations/interpretations included as necessary*

*Include a copy of all written feedback appended to submission.*

#### 3.7.2 Indigenous consultation summary

*The summary must include a separate account of any indigenous consultation undertaken up to the time of submission and itemized separately as per 3.3.1.*

### 3.8 DRAFT PLAN (SUBMISSION VII)

#### 3.8.1 Draft Plan Proposal

*The Draft Plan proposal will, through the process identified in the following sections and in Part B will evolve to be the final ARP. The Draft Plan Proposal is expected to build on items identified within Plan Context (S. 3.2) as well as public engagement to this point, to identify how the proposal will advance and align with the wide range of City plans and initiatives.*

##### 3.8.1.1 Land Use & Housing Plan:

*A description of the Land Use Plan in terms of the types, mix and densities of land uses proposed (including natural areas, residential, parks, commercial, institutional, school sites, and public utility land uses). It is understood that one or more land uses listed may not be included in the Draft Plan. All requirements listed below pertaining to land uses not included are to be omitted.*

*Include a map showing the location and density of proposed land uses.*

*Include a table with estimated gross area (m<sup>2</sup>) of each variety of land use proposed.*

*Include a summary of the proposed restoration of any Riparian Management Area (RMA) as required. (Note that the RMA is not considered 'active park' and is not to be included in the calculation of active park space per population)*

*Include a summary of the environmentally sensitive areas protect, conserved and lost (as applicable).*

*Where residential development is proposed, a description of the Plan’s approach to housing—including housing forms, target/anticipated market(s), tenure and levels of affordability.*

*Include a map showing the location of housing by form, tenure and affordability by sub-area*

*Include a table with estimated unit numbers by form, tenure and affordability.*

*The applicant shall incorporate any available preliminary results of a Housing Needs Assessment being undertaken by City Staff beginning in February 2023. These preliminary results will be provided where possible*

*An estimate of the total population and number of jobs within the Plan Area at full build out*

*A detailed explanation of how the proposed Land Use & Housing Plan meets the Vision & Objectives for the Plan Area (as applicable)*

*An Implementation and Construction Phasing Plan for the proposed Land Use & Housing Plan*

*Include any proposed new policy directions (where necessary) and how the Land Use & Housing Plan is meant to integrate with existing City Plans and Bylaws*

*Include a draft subdivision block plan, if applicable, showing lot areas, lot dimensions, road dedication, park dedication, and parcel frontages.*

*Include any legal instruments needed to implement the Plan, including locations of any necessary easements and/or rights-of-way. Where the location of such easements and rights have been identified or there are suitable commitments to provide them, there will be some degree of flexibility in the Plan to allow for further plan development in future years*

*Should the Implementation and Construction Phasing Plan differ in timelines from those identified in the Market Feasibility Study (3.2.8), provide an updated Market Feasibility Study as appropriate.*

#### **3.8.1.2 Parks & Public Space Plan:**

*A description of the variety, size, layout and orientation of the natural areas, neighbourhood parks, community parks, city-wide parks, linear paths, parks on streets, trees of significance, and the public realm. (The Parks and Public Space Plan must meet the City’s Park Acquisition Guidelines, and the OCP standards for active park space per population)*

*A map showing the location and variety of proposed natural areas, neighbourhood parks, community parks, linear paths, parks on streets, and recreation areas.*

*A map and demonstration of how various existing, future, and proposed park locations will connect together and within the existing active transportation network.*

*An estimate of the area of parks and public space provided per capita within the Plan Area (broken down by park type)*

*An estimate of the percentage of population expected to be within walking distance (500m) of park space, broken down by park type*

*A rationale for the Parks & Public Space Plan based on the Vision & Objectives for the Plan Area as well as the proposed Land Use & Housing Plan*

*An Implementation Plan for the proposed Parks & Public Space Plan, including an estimate of the annual cost of maintaining and replacing the parks and public space lands and associated facilities (with input on costs by City Staff)*

*Include new policy directions (where necessary) and how the Parks & Public Space Plan is meant to integrate with existing City Plans and Bylaws, particularly the Parks Master Plan.*

*Include any legal instruments needed to implement the Plan*

#### **3.8.1.3 Recreational & Cultural Facilities Plan:**

*A description of the variety, function, size, and location of the proposed recreational and cultural facilities, including which facilities would be open to the public and which would be for residents only*

*A map showing the variety, function and location of the proposed recreational and cultural facilities and how they link with existing and proposed City facilities.*

*An estimate of the annual cost of maintaining, operating and replacing the recreational and cultural facilities (with input on costs by City Staff)*

*A rationale for the Recreational & Cultural Facilities Plan based on the Vision & Objectives for the Plan Area as well as the proposed Land Use & Housing Plan*

*An Implementation Plan for the proposed Recreational & Cultural Facilities Plan, demonstrated how it advances and aligns with existing City policies, plans, and initiatives. Include new policy directions (where necessary) and how the Recreational & Cultural Facilities Plan is meant to integrate with relevant existing City Plans, policies, and Bylaws identified and reviewed per S. 3.2*

*Include any legal instruments needed to implement the Plan*

#### **3.8.1.4 Heritage Conservation Plan:**

*A description of the recommended approach to heritage conservation on the site, including built heritage, natural heritage, heritage landscapes, or other heritage features as identified by Section 3.2.2.9.*

*A description of the recommended approach to archaeological sites (if any as identified by Section 3.2.2.9).*

*An inventory of the heritage and archaeological assets to be preserved and a description of the recommended conservation approach to each asset*

*Include maps and photos where appropriate*

*An Implementation Plan for the Proposed Heritage Conservation Plan*

*Include a description of the planning tools and legal instruments needed*

#### 3.8.1.5 Transportation Plan:

*The Transportation Plan will describe the future transportation system proposed with development of the Site and will consider a Plan Area that includes the site, immediate surroundings, and connections to the broader transportation network in the surrounding neighbourhood.*

*Describe how the proposed development aligns with the goals, objectives and policies of the Official Community Plan (specifically the Pandosy Urban Centre) and any work completed and endorsed by Council on a Pandosy Urban Centre Plan, the Transportation Master Plan, and 20 Year Servicing Plan.*

*Describe anticipated, patterns, origins and destinations, behavior, impacts and assumptions for future trips to and from the site. Enumerate the number of trips by mode. Where changes in behavior are assumed, provide rationale for changes.*

*Describe changes in travel demand and impacts of those changes on the surrounding network.*

*Identification of proposed improvements to the transportation network – on and off site.*

*Describe the proposed future transportation system, including;*

- the proposed vehicle network*
- the proposed pedestrian network (on and off street)*
- the proposed bicycling network (on and off street)*
- the proposed transit system (network, facilities and services) – coordinated with Transit.*
- proposed access for commercial (trucks) and emergency vehicles.*
- proposed approach to multi modal parking, on and off street.*
- proposed Transportation Demand Management (TDM) measures*
- accommodation of emerging transportation trends (ride hailing, just in time goods and services delivery, electric vehicles, electric bikes/scooters, shared fleets)*
- proposed interface between the street and adjacent buildings and land use.*
- proposed public space components within or adjacent to the transportation network.*
- proposed transportation (street) network, layout, cross sections, elements and junctions – to understand accommodation of combined activity by all street users.*

*Describe how the proposed transportation system;*

- facilitates travel and access within the site.*
- connects the site to the adjacent transportation network.*
- Connects future residents and businesses to destinations throughout the rest of the City.*

- *Performs, and addresses the impacts of the proposed development on the transportation network.  
Include maps, photos, drawings and graphics to describe the above where appropriate.*

*An estimate of the annual cost of maintaining and replacing proposed transportation infrastructure (with input on costs provided by City Staff)*

*An Implementation Plan for the proposed Transportation Plan*

*Describe phasing, funding sources, timing and triggers for on-site and off-site improvements.*

*Describe sufficient intermediate phases to ensure acceptable performance at both project completion and interim stages.*

*A description of how Transportation Demand Management (TDM) measures proposed are delivered.*

*Identify new policy directions (where necessary) required to enact the Transportation Plan, describe how they integrate with existing City Plans and Bylaws.*

*Include any legal instruments needed to implement the Plan*

*To inform development of the Transportation Plan, a Transportation Assessment for the site shall be completed.*

*The transportation assessment is a technical analysis of future conditions providing information to inform the Transportation Plan.*

*The Transportation Assessment will consider impacts on the transportation network within the site, adjacent neighbourhood and broader connecting transportation network. It will be multimodal and may consider impacts over multiple horizons, as applicable.*

*The Transportation Assessment will align and take guidance from the Transportation Carrying Capacity Technical Report and the Background Technical Report for the Pandosy Urban Centre and related processes and the Transportation Master Plan, as applicable.*

*The Transportation Assessment shall identify the likely impacts of the proposed development on the transportation system and identify mitigation measures to accommodate the additional trips in a satisfactory manner.*

*The Transportation Assessment's projections of future conditions and proposed mitigation measures will inform, along with other policy, objectives and context, the site's Transportation Plan.*

*The attached terms of reference (Appendix IV) provide guidance for components typically included in a Transportation Assessment. However, considering the scale and context of the Casorso Area Redevelopment site, a more comprehensive assessment will be required. This separate Terms of Reference will be provided by Staff subsequent to the completion of Submission IV and Council Consideration (See Part B, Section 4.1.5 – 4.1.6).*

3.8.2 Utilities Plan:

3.8.2.1 Water System

*A description and rationale for the proposed water supply to service the Plan Area*

*A map of the proposed water system for the Plan Area*

*A description and rationale for proposed upgrades to existing water infrastructure needed downstream necessary to accommodate redevelopment of the Plan Area*

*A map of proposed upgrades to existing water infrastructure needed to accommodate redevelopment of the Plan Area*

*Provide an assessment and map of the proposed system demand vs proposed system capacity in accordance with the City Subdivision, Development, and Servicing Bylaw # 7900, Schedule 4*

*Provide a Class D cost estimate for the proposed upgrades to both on-site and off-site works that will become City assets.*

*Provide an estimate of the annual cost to maintain the new water system infrastructure (with input on costs provided by City Staff)*

3.8.2.2 Sanitary Sewer System

*A description and rationale for the proposed sanitary sewer system to service for the Plan Area*

*A map of the proposed sanitary sewer system for the Plan Area*

*A description and rationale for proposed upgrades to existing off-site sanitary sewer infrastructure downstream necessary to accommodate redevelopment of the Plan Area*

*A map of proposed upgrades to existing sanitary sewer infrastructure needed to accommodate redevelopment of the Plan Area*

*Provide an assessment and map of proposed system demand vs proposed system capacity in accordance with the City Subdivision, Development, and Servicing Bylaw #7900, Schedule 4*

*Provide a Class D cost estimate for the proposed upgrades to both on-site and off-site works.*

*Provide an estimated annual cost to maintain the new sewer system infrastructure (with input on costs provided by City Staff).*

3.8.2.3 Stormwater Plan

*A rationale that identifies the natural systems, major storm systems and minor storm drainage needs for the Planned Area.*

*The planned infrastructure should account for quantity and quality treatment of surface run-off in accordance with the City Subdivision, Development, and Servicing Bylaw # 7900, Schedule 4 with consideration for mitigating impact to downstream systems.*

*A map of the proposed storm drainage system, including the contributory and impacted downstream systems.*

*Include an account of how natural drainage patterns can be protected or enhanced by employing any proposed low-impact strategies.*

*Identify downstream impacts to storm drainage infrastructure capacity by the proposed development.*

*Provide a Class D cost estimate for the proposed upgrades to both on-site and off-site works.*

*Provide an estimated annual cost to maintain the new storm drainage infrastructure (with input on costs provided by City Staff).*

#### *Third Party Utilities Plan*

*A description of the 3rd party utilities networks (telecommunications, electricity etc.) required to serve the Plan Area*

*Include map(s) as necessary*

#### *Utilities Plan Rationale*

*An explanation of how the proposed Utilities Plan meets the Vision & Objectives for the Plan Area (issues of sustainability; adaptation to climate change; and energy and resource efficiency are particularly pertinent here)*

#### *Implementation Plan for the Proposed Utilities Plan*

*Include new policy directions (where necessary) and how the Utilities Plan is meant to integrate with existing surrounding infrastructure, as well as other City Plans and Bylaws*

*Include any legal instruments needed to implement the Plan, including locations of any necessary easements and/or rights-of-way. Where the location of such easements and rights have been identified or there are suitable commitments to provide them, there will be some degree of flexibility in the Plan to allow for further plan development in future years.*

#### **3.8.2.4 Built Form Analysis:**

*A description of proposed building types, built form character, architectural and urban design scheme and elements across the site. This should take into account the neighbourhood scale, street scale, site scale and building scale of the site, respecting transitions between land uses and building types both on and off site.*



*A list of design considerations necessary to regulate massing, height and urban form, which would be necessary above and beyond the Design Guidelines in the OCP (as amended or replaced from time to time) which would be addressed through zoning regulation or other site specific regulations (where alignment with existing Design Guidelines is not possible or preferred, consider a limited number of additional Design Guidelines).*

*A block plan (per 3.8.1.1) showing individual lots, building envelope locations (incl. setbacks/stepbacks), general vehicle and pedestrian access/egress and circulation, and public space.*

*A massing study and shadow (solar) analysis based on proposed urban form*

*This must consider view corridors, shadowing, height, and building massing. The analysis must take into account adjacent land uses (including parks and public space) and adjacent natural features to be respected. (It is encouraged that the approach to design create a distinct district that is respectful of the site's history, heritage and relationship to the natural environment)*

*Full-colour, scaled, street level/pedestrian scale 3-dimensional renderings from various points within, adjacent to, and away from and towards the site.*

*Oblique perspective 3-dimensional renderings from multiple angles within and away from the site*

*Stage 2 of Environmental Assessment & Geotechnical Assessment*

*Sections 3 and 4 of Appendix I (Environmental Assessment) if required due to contamination, identification of ESA, or other reasons identified by the results of Section 3.2.3.4.*

*Sections 2.2-2.6 of Appendix III (Geotechnical Assessment)*

#### **3.8.2.5 Phasing Plan:**

*An explanation and map visualization of any expected phasing (including timelines) to take place for each of the required Plans*

#### **3.8.2.6 Achieving Vision & Objectives Summary and Rationale:**

*A summary of how the Draft Plan Proposal (in each of its facets) will meet the Vision & Objectives of the Plan Area. This section must also identify how the Draft Plan Proposal will advance and align the various City plans and initiatives that are reflected throughout this process. This section should integrate highlights from the various sections above to respond to this.*

#### **3.8.2.7 Final Tenant Relocation Plan**

*A finalized version of the tenant relocation submitted in accordance with Section 3.4, incorporating feedback from City staff.*

#### **3.8.2.8 Implementation Plan Summary:**

*A summary of how the Draft Plan Proposal (in each of its facets) is to be implemented. The applicant is reminded to consider that the ARP will be implemented as an amendment to the OCP and other relevant bylaws and policies*

### **3.9 THIRD CONSULTATION (SUBMISSION VIII)**

#### **3.9.1 Final Consultation Summary:**

*The specific venue, format and content to be presented/displayed for engagement (whether in person or otherwise) is to be provided before each engagement event and formally approved by City Staff prior to all engagement sessions and activities.*

*Undertake public engagement to present the Draft Plan and Final Concept (Section 3.8) Prepare a summary of the public consultation process and results regarding the Concept proposals (see Part B: Process, Section 4.1.10 for further detail) including at minimum:*

*Full details on the venue, content presented/displayed, number of persons who attended in person, number of persons who participated in other formats*

*A summary of all public feedback received. Feedback is to be grouped into themes, as appropriate, with explanations/interpretations included as necessary*

*Include a copy of all written feedback appended to submission*

#### **3.9.2 Indigenous consultation summary**

*The summary must include a separate account of all indigenous consultation undertaken up to the time of submission and itemized separately as per 3.3.2*

### **3.10 FINAL PLAN PROPOSAL (SUBMISSION IX)**

#### **3.10.1 Final Plan Proposal:**

*Same content as Draft Plan Proposal with final public input included*

*The proposal is to include a summary of changes that were made to plan to reflect public input from the third consultation.*

### **3.11 PROPOSAL APPENDICES**

*All technical studies and reports included*

*All background documents on Case Studies used in Section 3.2.6 Planning Best Practices*

*Full details on the venue, content presented/displayed and detailed public feedback received for each of the public consultation sessions conducted*

*Any other documents in support of the application*

## 4 PART B: PROCESS

### 4.1 INITIAL RECEIPT OF TERMS OF REFERENCE DOCUMENT

*The applicant is to direct questions concerning the content of the Terms of Reference document to Policy & Planning Staff. Policy & Planning Staff will engage other internal departments as required. Should additional meetings be required at this stage, these will be arranged by Policy & Planning Staff.*

*The content required in the Terms of Reference document is to be generated and submitted in distinct stages. Each submission listed below is to be directed to Policy & Planning Staff. Policy & Planning Staff will circulate each submission to relevant internal departments and external organizations for comment as needed. Policy & Planning Staff will then submit all comments and feedback to the applicant for review. Only when Policy & Planning Staff formally approve each submission will the applicant be permitted to proceed to the next stage of the process.*

*For minor submissions (Submission 2, 3, 6, 8), the City will provide feedback and direction within approximately 1-2 weeks from the date of the of receiving a complete submission (beginning from when verification of a complete submission is acknowledged). For major submissions (Submission 1, 3, 4, 5, 7, 9), the City will provide feedback and direction within approximately 4-6 weeks from the date of receiving a complete submission.*

*For specific content of each submission, refer to Part A. The below is to provide context to Part A and the sequencing of the various submissions, consultations and Council check-points.*

#### 4.1.1 SUBMISSION I – ADMINISTRATION AND CONTEXT

*The first submission is to include the content of 3.1 Section 1. Administration, and 3.2 Section 2. Plan Context (and any applicable appendices).*

#### 4.1.2 SUBMISSION II – FIRST CONSULTATION SUMMARY

*To inform Submission II, the Applicant will conduct the first phase of public consultation according to the approved Communication and Engagement plan (Submission 1). The Applicant will provide the public with information learned from the Plan Context stage of the process, and receive public input on the development of the Vision & Objectives for the Plan Area (as informed by the Plan Context information). The proposed venue, format and content to be presented/displayed is to be provided beforehand and formally approved by City Staff prior to the session per Part A of this document.*

*The specific venue, format and content to be presented/displayed for engagement (whether in person or otherwise) is to be provided before each engagement event and formally approved by City Staff prior to all engagement sessions and activities.*

*Following the conclusion of the public consultation session, the Applicant will submit a summary of the feedback received at the session (as directed by Item 3.3 Public Consultation). Additional meetings that may be needed at this time in preparation for the next stage of the process will be arranged by Policy & Planning Staff.*

4.1.3 SUBMISSION III – PRELIMINARY TENANT RELOCATION PLAN

*The next submission is to be item 3.4 Preliminary Tenant Relocation Plan.*

4.1.4 SUBMISSION IV – VISION AND OBJECTIVES

*The next submission is to be item 3.4 Vision & Objectives. The Vision & Objectives are to be informed by the results of the Plan Context (including the public consultation) and must take input from the Pandosy Urban Centre Technical Background Report and Transportation Carrying Capacity Technical Report noted in Section 3.5.1.*

4.1.5 COUNCIL CONSIDERATION

*The Vision and Objectives (including all appendices) is referred to City Council along with City Staff's recommendation for development entitles (land uses and permitted FAR) for endorsement. Note that this is not first reading of a bylaw, but endorsement to proceed towards Concept Plans and a draft ARP proposal in subsequent submissions. The ARP process cannot proceed further until Council consideration of the Vision and Objectives is received.*

4.1.6 SUBMISSION V – CONCEPT PROPOSALS

*The fourth submission is to be item 3.6 Concept Proposal(s). The Concept Proposal(s) are to provide a high-level look at potential land use and housing, parks and public spaces, recreational and cultural facilities, and transportation and utility scenarios in support of the Vision & Objectives for the Plan Area. The Concept Proposal submission must take account of the Phase 2 Transportation Assessment, once approved by Staff and which must follow a staff-drafted TOR.*

4.1.7 SUBMISSION VI – SECOND CONSULTATION SUMMARY

*Public input is to be sought regarding the Concept proposals and/or preferred Concept Plan to inform Submission VI (per Section 3.7). The consultation must follow the format identified in the Communication and Engagement plan as approved by Staff. (It is encouraged that the Applicant produce multiple concept plans for review and public input, with a focus on visuals and explanations of intended outcomes).*

*The specific venue, format and content to be presented/displayed for engagement (whether in person or otherwise) is to be provided before each engagement event and formally approved by City Staff prior to all engagement sessions and activities.*

*Following the conclusion of the public consultation session, the Applicant will provide Submission VI which will include a summary of the second public consultation session (per Section 3.7). Additional meetings that may be needed at this time in preparation for the next stage of the process will be arranged by Policy & Planning Staff.*

4.1.8 SUBMISSION VII – FINAL CONCEPT PLAN

*This submission is to include a finalized Concept Plan informed by the public input. The final Concept Plan for the ARP will also be referred to Council for information and comment.*

**4.1.9 COUNCIL CONSIDERATION – FINAL CONCEPT PLAN**

*The Final concept Plan will be presented to Council for comment. The ARP process cannot proceed until this Submission is reviewed and endorsed by Council.*

**4.1.10 SUBMISSION VIII – THIRD CONSULTATION**

*The third and final public consultation session is to present the Draft Plan Proposal to the public and receive feedback for a final set of revisions. Consultation is to be held in accordance with the Communications and Engagement Plan as approved by City staff.*

*The specific venue, format and content to be presented/displayed for engagement (whether in person or otherwise) is to be provided before each engagement event and formally approved by City Staff prior to all engagement sessions and activities.*

*Following the conclusion of the public consultation session, the Applicant will provide Submission VIII which will include a summary of the final public consultation session (per Section 3.9). Additional meetings that may be needed at this time in preparation for the next stage of the process will be arranged by Policy & Planning Staff.*

**4.1.11 SUBMISSION IX – FINAL PLAN**

*Final public feedback is to be incorporated in the Final Plan Proposal and submitted to City Staff (as per Section 3.10).*

**4.1.12 COUNCIL CONSIDERATION – FINAL PLAN**

*The complete ARP (including all appendices) is referred to City Council for consideration. At its introduction to Council, the ARP must be accompanied by the corresponding application to amend Official Community Plan Bylaw No. 12300 and other relevant bylaws and policies required to implement the ARP. An application to amend the OCP would follow the relevant process outlined in Development Application Procedures Bylaw No. 12310, as amended or replaced from time to time. (An application to rezone the property can also be submitted at this time but is not necessary). Following Public Hearing and Council's consideration of adoption of the associated bylaw amendments, the ARP process is complete.*

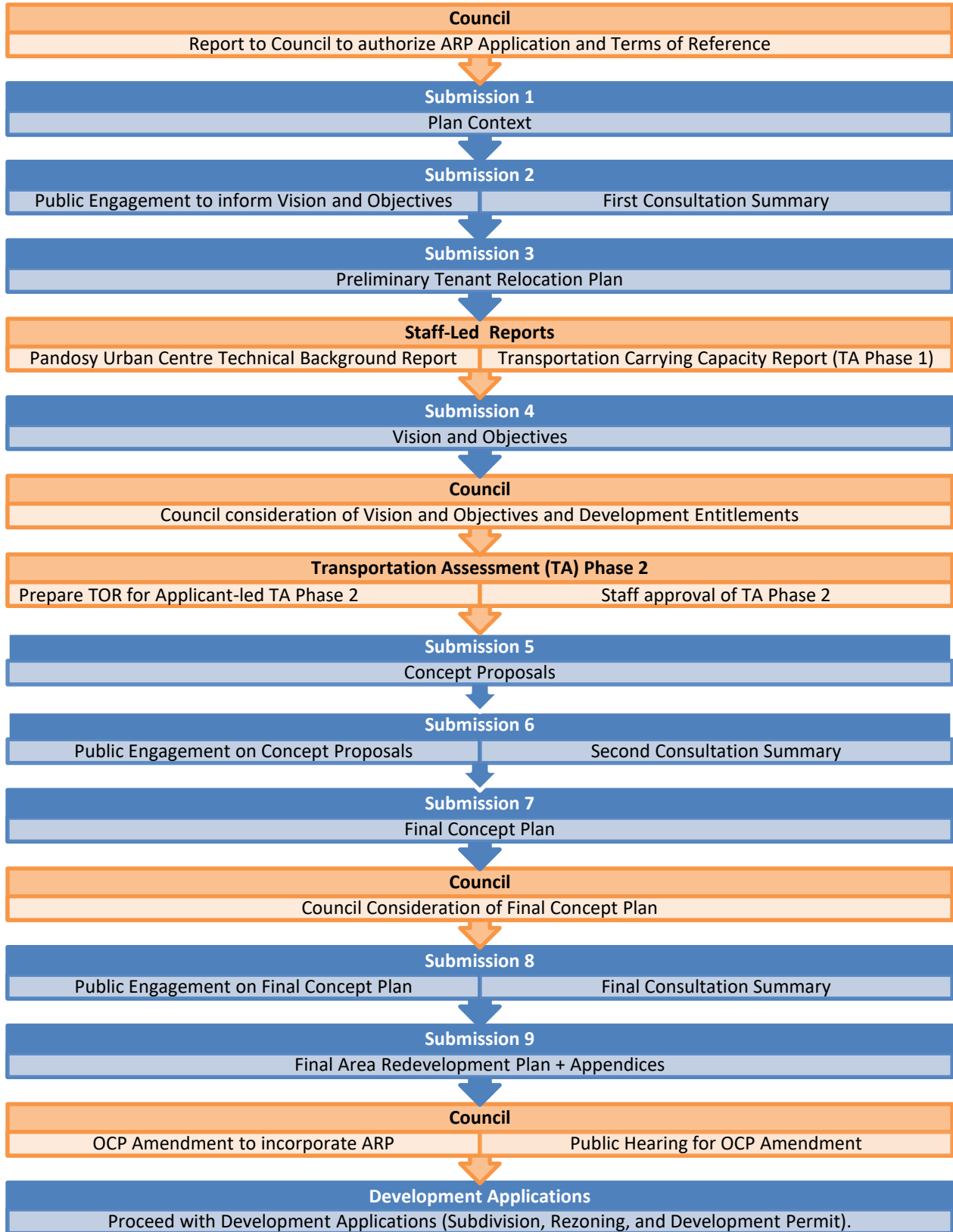


Figure 2. Casorso Neighbourhood Plan Area ARP Process