



CITY OF WEST KELOWNA
MINUTES OF THE ADVISORY PLANNING COMMISSION MEETING

Wednesday, September 23, 2020
COUNCIL CHAMBERS
2760 CAMERON ROAD, WEST KELOWNA, BC

MEMBERS PRESENT: Wayne Kubasek, Chair
Anthony Bastiaanssen, Vice Chair
Joe Gluska
Bea Kline
Nicole Richard
Katalin Zsufa

MEMBER ABSENT: Julian Davis

Staff Present: Carla Eaton, Planner III
Mayor Gord Milsom
Dallas Clowes, Senior Planner
Jayden Riley, Planner II
Chris Oliver, Planner III
Natasha Patricelli, Recording Secretary
Brandon Mayne, Service Desk Technician

1. CALL THE ADVISORY PLANNING COMMISSION MEETING TO ORDER

The meeting was called to order at 10:31 a.m.

2. INTRODUCTION OF LATE ITEMS

3. ADOPTION OF AGENDA

It was moved and seconded

THAT the agenda be adopted as presented.

CARRIED UNANIMOUSLY

4. ADOPTION OF MINUTES

4.1 Minutes of the Advisory Planning Commission meeting held July 15, 2020 in the City of West Kelowna Council Chambers

It was moved and seconded

THAT the minutes of the Advisory Planning Commission meeting held July 15, 2020 in the City of West Kelowna Council Chambers be adopted.

CARRIED UNANIMOUSLY

5. PRESENTATIONS

5.1 Mayor Milsom

Mayor Milsom came to thank everyone, on behalf of the City and Council, for volunteering their time on this committee and for the recommendations on applications.

6. DELEGATIONS

7. UNFINISHED BUSINESS

8. REFERRALS

8.1 Community Visioning Update

Highlights of the presentation include:

- The Community Visioning Phase 1 completed on September 21;
- Lots of feedback from the community questionnaires (1 main input questionnaire and 8 mini topic questionnaires);
- Just under 1900 people responded to the questionnaires;
- The main visioning questionnaire received 1409 responses, the most that has ever been received for a sole questionnaire;
- The APC was thanked for their time with our online meetings and helping us get the project information out;
- Currently working with our consultant to analyze the data;
- Hoping for a summary of the engagement ready for Council next month as well as an outline of our next phase of engagement;
- This is what we've heard, did we get it right? Approach for next phase;
- Formal summary will come back to this committee after it goes to Council along with the draft initial vision;
- Hoping for more engagement in second round;

- Looking for more help from our community leaders;
- Phase 2 should wrap up around the end of the year;
- February should be a draft to council including committee referrals;
- Appreciated everyone's participation;
- Wide variety of outreach through different channels moving forward.

Comment on presentation:

- Job well done on the Community Visioning Project.

8.2 TUP 20-03, Temporary Use Permit, 3404 Sundance Drive

Highlights of the presentation include:

- Property is 3.14 acres (13,800m²);
- Located in the Shannon Lake neighbourhood;
- Zoning: Medium Density Multiple Residential (R4);
- Land Use Designation: Low Density Multiple Family (LDMF);
- Surrounding Uses:
 - North: Parks and Open Space (P1);
 - East: Parks and Open Space (P1)/Medium Density Residential (R4);
 - South: Medium Density Residential (R4)/Single Detached Residential (R1);
 - West: Parks and Open Space (P1)/Single Detached Residential (R1);
- Property is vacant, slopes upward, and has frontage on Sundance Drive;
- Hillside, Terrestrial, Form and Character Development Permit Areas;
- Concurrent Development Permit application (DP 20-09) submitted for 35-unit townhome development;
- Proposal
 - To process/crush approximately 15,000 cubic metres of bedrock material for structural fill, backfill, road gravel, trench backfill etc. to accommodate proposed townhouse development (DP 20-09);
 - Other elements include:
 - Equipment: Extec Jaw Crusher, wheel loaders (x2), excavator, water truck

- Hours of operation: Mon-Fri 9:00 a.m. - 5:00 p.m.
- Approximate volume of processed material: 15,000 m³ (from a total of 35,000 m³ of excavated material)
- Dust mitigation: water truck operation
- Noise mitigation: crusher to be placed north of stockpiles, berms
- Site Containment: hazard catchment berm
- Duration of activity: 2 phases, 15 days per phase (not including mobilization and de-mobilization), 4-5 months apart, 7,500 m³ each phase
- Permit duration: 1 year
- Applicant Rationale
 - Processing material on site will reduce the number of truck loads by 1,875 (round trips), based on 8 cubic metre loads;
 - Reduction in the duration of overall earthwork activities.
- Notes
 - DP 20-09 anticipates the excavation of approximately 35,000 cubic metres of total material;
 - Excess material (20,000 cubic metres) to be transported off site, regardless of TUP approval.

Official Community Plan (OCP) Temporary Use Permit Guidelines

- Use must be clearly temporary or seasonal in nature;
- Not create an unacceptable level of negative impact on surrounding permanent uses;
- Outline detailing when and how to use in that location will be ended, the buildings to be used, the area of use, the hours of use, appearance, landscaping and buffering, and site rehabilitation;
- No industrial uses will be considered for sites located Boucherie Centre;
- A temporary use permit may not exceed three years and may only be renewed as per the *Local Government Act*.

Official Community Plan (OCP) Bylaw No. 0100

- Industrial nature of the proposed temporary use does not align with the policies of the Official Community Plan, as it is proposed within a residential land use designation; however, the applicant is requesting consideration due

to the short duration of the activity and the reduced impact to the neighbourhood.

- The applicant will be required to obtain a development permit if the off-site deposit location is found to be subject to a development permit area (ie. hillside, terrestrial, etc.) or if hillside development permit conditions are created (ie. slopes over 20%).

Zoning Bylaw No. 0154

- Property zoned Medium Density Multiple Residential (R4);
- Proposed temporary use is best suited within the Gravel Extraction Zone (I4), which specifically permits "sand and gravel quarrying, extraction, crushing, sorting, or screening";
- The processing of earth material on site requires a temporary use application.

Questions on the presentation include:

- Regardless of what happens, still have to take out truck loads of bedrock material? Yes 15,000 of the 35,000 will be processed on the property. Leaving 2,000 truck loads to be removed, therefore if this is approved it would cut roughly half the amount of trucks.
- Is there a specific limitation on the timing of the 15 day period? Would there be any means to go beyond that time? Council may choose the conditions. A recommended condition would be to minimize the duration of that.
- Could this group or council recommend a break between the 2, 15 day periods? Limitations could be put in place however they're currently proposing a 4-5 month break in between. If the development permit is approved a condition could be put in place.
- Has crushing on site in a residential neighbourhood been done before or is this a unique circumstance? This is rare. Something similar to has been proposed here has been done before but it is not very common.

It was moved and seconded

THAT the APC recommend support for TUP 20-03 as presented.

Discussion on the motion:

- Concern that the neighbourhood is going to go through 30 days of rock crushing and truck movement. Recommend at least 2 weeks between the 2, 15 day periods to give the neighbourhood a break from the noise;

- What makes 7 days acceptable and 15 days not acceptable and why not 3 or 4?
- Recommending 2 week crushing, 2 week break and another 2 weeks of crushing would give the community a break;
- Any time limit in between would be acceptable;
- Will residents have the opportunity to provide input or feedback on this? Yes, a notification will be going out in the newspaper and a mail out to neighbouring properties. Submission will be included with the Council package.
- Perhaps having a pause of a few weeks between operations wouldn't be a bad thing;
- Timing of when the crushing would start, not just the break;
- If development permit is approved, excavation and removing of materials is part of the process. There is noise with rock removal (not crushing). A certain amount of noise will be associated with earthworks. The noise of construction is never eliminated. There is a certain level of disturbance;
- Recommended an amendment to the motion to include a break between the periods of crushing.

It was moved and seconded

THAT the APC recommend support for TUP 20-03 as presented with a recommendation for council to consider including a break between the periods of crushing as a condition of the permit.

CARRIED UNANIMOUSLY

8.3 Z 20-04, Official Community Plan Amendment Bylaw No. 100.61 and Zoning Amendment Bylaw No. 154.94 (Goats Peak)

Highlights of the presentation include:

- Located along Highway 97 S (no municipal address);
- 65 ha (161 acres);
- Only considering a portion of the property;
- Within the Goats Peak CDP Area;
- Not within the ALR;
- Surrounding Land Uses:

- North - Agricultural and Rural Residential;
- East - Rural Residential (vacant, future CDP lands);
- West - Rural Resource (vacant, future CDP lands), and I4 - Timber Processing;
- South - Goats Peak Regional Park (currently Rural Resource);

Background - Goats Peak CDP

- Adopted February 14th, 2017;
- Block C was anticipated as the first phase;
- Preliminary servicing, parks planning, traffic review, etc.;
- Designated Single Family Residential, Low Density Multiple Family and Parks and Natural Areas;
- Propose to amendment to shift these areas;
- Development areas are still focused on historically disturbed areas of the site;

Proposal - Zoning Amendment

- Proposal to rezone properties from Rural Resource Zone (RU5); and Rural Residential Large Parcel Zone (RU4), to Single Family Residential Zone (R1); Low Density Multiple Residential Zone (R3); and Parks and Open Space (P1);
- Goats Peak CDP identified that this area could accommodate up to 245 units;
- Applicant has identified through the proposed amendment that this area would accommodate 190 units;

Official Community Plan

- Single Family Residential designation:
 - Supports traditional single family housing opportunities;
 - Encourages efficient compact housing forms for families;
- Low Density Residential designation:
 - Provides a broader range of housing in area served by transit and in walking distance to community amenities, shops and services;
 - Ground-oriented townhouses consistent with policies for low density multiple family in residential neighbourhoods;

- Parks and Natural Areas:
 - To preserve significant natural areas and provide diverse recreation opportunities.

Hillside

- Development of the site will require the issuance of a Hillside Development Permit
- A Development Permit will be required to address:
 - Site grading and site suitability prior to subdivision; and
 - the Form and Character elements of the proposed low density multiple family development, and will reconfirm the site grading for the multiple family lot.

Sensitive Terrestrial Ecosystem

- Environmental Assessment recommends incorporating mitigation measures into the design and construction;
- A future Development Permit will address specific conditions.

Policy Review - Zoning Bylaw

- Application proposes to amend the Zoning Bylaw in conjunction with the OCP amendments.
 - Townhouse/Duplex R3 Zone;
 - Single Detached R1 Zone;

Technical Review - Access

- Access from Gellatly Road through adjacent parcel (previous ALC approval);
- Traffic Impact Assessment has been updated and is being reviewed;
- An off-site improvement related to sidewalk connectivity will likely be discussed with the applicant;
- The CDP identified that at 101 units a second access will be required (NFPA);

Technical Review - Water

- Water for Block C and Block D shall come from the existing water main located on the north side of the Glenrosa Interchange (trenchless crossing);

Technical Review - Stormwater

- The majority of Blocks C and D drain to the east until potential runoff is intercepted by Gellatly Road;
- The 100 - year Return Event overland flow from Blocks B and C will be collected at the low point on Road M and conveyed by pipe to Pond 2 located in Block D;

Technical Review

- The lands dedicated for the athletic fields adjacent to the school site will constitute the majority of the 5% parkland dedication requirements;
- The 1.87 hectare area for the athletic field will be dedicated during the development of Block C;
- The remaining parkland requirements will be met through trail areas throughout the development.

Key Considerations

- Policies encourage the sensitive integration of different housing forms in all residential growth areas in support of neighbourhood diversity and healthy communities;
- The proposed application is generally consistent with the land uses that were as part of the Goats Peak CDP process;
- The development of Block C is focused in a historically disturbed area of the site;
- The future development permit process will address hillside and environmental mitigation, as well as form and character for any proposed townhouse units.

Highlights of the discussion include:

- How was the land previously disturbed? There was a fire in the area, and previous logging. Loss of mature habitat. Trying to preserve corridors and other environmental sensitive areas. Done by registered and professional environmentalists.
- Concern with 60 single family residential lots and 130 townhomes. Is this just a recommendation? Could these numbers change if this is approved? Numbers are provided by the applicant. Staying within designated zones, these are generally set numbers. Looking to confirm with the applicant that these numbers are accurate with what is provided.
- Would the number change with duplexes or townhomes? The number is based on our R3 zone, and the density that is anticipated in the area. Would

not anticipate a larger number. Experienced developer reports numbers should be accurate.

- Is the school opening at the same time as the development? No not envisioned that the school site will move in right away. Depends on the school districts long term capital plans. At this time we have not received any reports. Likely a part of a future development (Block E).
- Access has been approved by the ALC. So there is nothing there that would complicate the Glenrosa exchange? Roadway has been approved by ALC and finalized. Some road work has been occurring on that roadway already.
- What is a trenchless connection? Trenchless is through drilling instead of digging a trench (excavation). Less ground disturbance especially when infrastructure is above it.

It was moved and seconded

THAT the APC recommend support for file Z 20-04, Official Community Plan Amendment Bylaw No. 100.61 and Zoning Amendment Bylaw No. 154.94 (Goats Peak) as presented.

CARRIED UNANIMOUSLY

9. CORRESPONDENCE AND INFORMATION ITEMS

9.1 File Z 19-12, Decision Letter, 1080 Devon Road

Highlights of the discussion include:

- Changes had occurred to the file after the APC had seen the file. Went from a 6,000 sq. ft. proposed church to 12,000 sq. ft.

10. OTHER BUSINESS

10.1 Standing Item: Community Discussion Topic

Street Lighting, Curbs and Sidewalks

Highlights on the tabled motion:

- Captures the general thoughts, as presented it will give council the idea of what we would like to see;
- Leaving it broader and more general allows to show the bigger picture;
- Captures the essence of our concerns and the message that we would like Council to see.

It was moved and seconded

THAT the APC provide the following advisory comments regarding community planning issues (street lighting, curbs, sidewalks) for Council to consider in any applicable future master planning or budgetary processes:

- Consider opportunities to enhance public safety on arterial roads through the provision of sidewalks and street lighting, including potential interim solutions such as hanging lights off power poles where the arterial road may not be scheduled for a major improvement within the short term
- Encourage enhanced coordination and integration of transportation planning between Westbank First Nation and CWK, especially regarding pedestrian connectivity and road standards
- Consider adding street lights to existing roads with higher accident ratings before enhancing other roads

CARRIED UNANIMOUSLY

11. ADJOURNMENT OF THE MEETING

The meeting adjourned at 11:33 a.m.

CHAIR

RECORDING SECRETARY