



## **CITY OF WEST KELOWNA ADVISORY PLANNING COMMISSION AGENDA**

Wednesday, April 21, 2021, 9:30 A.M.

COUNCIL CHAMBERS

2760 CAMERON ROAD, WEST KELOWNA, BC

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**Pages**

- 1. CALL THE ADVISORY PLANNING COMMISSION MEETING TO ORDER**  
  
In accordance with the most recent Provincial Health Officer Order regarding gatherings and events, the public is currently not permitted to attend Advisory Planning Commission meetings in person. As an open meeting, it will be webcast live and will be archived on the City's website.
- 2. INTRODUCTION OF LATE ITEMS**
- 3. ADOPTION OF AGENDA**
- 4. ADOPTION OF MINUTES**
  - 4.1. Minutes of the Advisory Planning Commission meeting held February 17, 2021 in the City of West Kelowna Council Chambers** 3
- 5. PRESENTATIONS**
- 6. DELEGATIONS**
- 7. UNFINISHED BUSINESS**
- 8. REFERRALS**
  - 8.1. TUP 18-01.01; Temporary Use Permit Renewal; 2565 Main Street** 13
- 9. CORRESPONDENCE AND INFORMATION ITEMS**
  - 9.1. File TUP 20-04, Decision Letter, 3145 Coventry Cres** 22
  - 9.2. File Z 20-13, Decision Letter, 2500 Tallus Heights Lane** 23
- 10. OTHER BUSINESS**

## **11. ADJOURNMENT OF THE MEETING**

The next Advisory Planning Commission meeting is scheduled for Wednesday, May 19, 2021 at 9:30 a.m.



**CITY OF WEST KELOWNA**  
**MINUTES OF THE ADVISORY PLANNING COMMISSION MEETING**

Wednesday, February 17, 2021  
COUNCIL CHAMBERS  
2760 CAMERON ROAD, WEST KELOWNA, BC

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

MEMBER ABSENT: Bea Kline

Staff Present: Jayden Riley, Planner II  
Hailey Rilkoff, Planner II  
Stirling Scory, Long Range Planner  
Brent Magnan, Planning Manager  
Natasha Patricelli, Recording Secretary  
Taylor Mellen, Service Desk Technician

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**1. CALL THE ADVISORY PLANNING COMMISSION MEETING TO ORDER**

The meeting was called to order at 9:29 a.m.

In accordance with the most recent Provincial Health Officer Order regarding gatherings and events, the public was not permitted to attend the Advisory Planning Commission meeting in-person. As an open meeting, it was webcast live and is archived on the City's website.

**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 January 20, 2021 in the City of West Kelowna Council Chambers**

It was moved and seconded

**THAT** the minutes of the Advisory Planning Commission meeting held January 20, 2021 in the City of West Kelowna Council Chambers be adopted.

CARRIED UNANIMOUSLY

**5. PRESENTATIONS**

**6. DELEGATIONS**

**7. UNFINISHED BUSINESS**

**8. REFERRALS**

**8.1 P20-01, West Kelowna Community Vision (Final DRAFT Vision)**

Highlights of the presentation include:

- The Community Vision is a 2020-2022 Strategic Priority of Council;
- Shifted to online engagement due to COVID-19;
- Round 1 engagement: June 15 - September 21;
- Round 2 engagement: November 10 - January 6;
- Visioning process is the first step in the OCP update - big ideas for the future;
- Round 2 feedback - "Did we hear it right?" online feedback forms (30 minute, 5 minute and virtual community circles collaboration and youth);
- Round 2 outreach: posters, handouts to local businesses, print copies of questionnaires;

- Community Vision Participation - received 2,157 feedback forms and comments;
- Majority of Round 2 participants include:
  - Full time West Kelowna residents;
  - New or lived here over 21 years residents;
  - Youth age group;
- Final Draft includes: 5 foundations, shortened #OURWK overview and 23 key directions;
- Thanked APC members for contributing to the process with participation in workshops and comments in online feedback forms.

Highlights of the discussion include:

- Draft Vision is well done;
- Large volume of information;
- Is there a possibility of a shortened version? Not part of our plan for a summary document. Draft vision is a high level overview of areas of focus. Draft will be uploaded to our website;
- Information may be less overwhelming once it is accessible online;
- Our five foundations chart page was a great overview page;
- Suggestion to replace 'Our Places' page picture;
- Was there 2 or 3 major themes that came out of this vision? 2-5 major areas of focus, reflective of community discussions. Key focus areas are Active Transportation, Westbank Centre and Waterfront.

It was moved and seconded

**THAT** the Advisory Planning Commission supports adoption of the Community Vision Final Draft.

CARRIED UNANIMOUSLY

## **8.2 Z 20-11, Zoning Amendment, 2416 Saddleback Way**

Highlights of the presentation include:

*Applicants Keith Funk, Neil Braun and Jessie Alexander, joined the meeting via. Teams*

#### Zoning

- R3 - Low Density Multiple Residential Zone;
- Site Specific Text Amendment already in place to permit Apartments within R3 zone;

#### Subject Property

- Located in Shannon Lake Neighbourhood;
- Near transfer station on Asquith Road;
- 3.6 acres;
- Currently vacant;
- BC Hydro Transmission Lines along north property;

#### Background

- Broadview Neighbourhood Plan - envisioned Low Density multiple family;
- Rezoned in 2004 from RU2 to R3A under Bylaw No. 871 as Multiple Housing Low Density;
- Previous R3A Zone permitted apartments with a maximum density of 30 units/ha and maximum height of 12.0 m or 3 storeys;
- Current R3 Zone does not permit Apartment Use in new Zoning Bylaw No. 154;
- Site specific text amendment to six R3 properties to permit Apartments:
  - Rationale for 2416 Saddleback Way:
    - Site is located at entrance to a neighbourhood (vs. embedded within);
    - Fronts a local road but is close to an urban collector road (120m from Asquith);

#### Proposal

- Zoning Amendment to permit Congregate Housing use on the property;
  - Residential hotel setting with options for meals, housekeeping and laundry;
  - Fully independent units with bistro, dining room, lounges and fitness facilities;
  - Seniors Congregate Housing development;
  - If approved by Council, subsequent development permit would be obtained;

#### Policy & Bylaw Review

##### *Official Community Plan*

- In the Neighbourhood Growth Management Designation;
- Land Use Designation: Low Density Multiple Family;
- Residential objectives:
  - Ensure housing is appropriate and sensitive to the surrounding uses and surrounding form and character of the area;
  - Encourage sensitive integration of different housing forms in residential growth areas;
- Residential policies:
  - Low density multiple family developments in residential neighbourhoods to be ground oriented;
  - Utilize pedestrian scale, massing, form and detailing;
  - Consider ground oriented residential forms;

##### *Zoning Bylaw*

- R3 Zone permits Care Facility use in Townhouse or Duplex form;
- Proposed use Congregate Housing in Apartment form - independent living units with some supportive services such as: laundry, meals, shuttles;

- Congregate Housing is permitted within the following zones: Westbank Centre Multiple Residential Zone (R5), Urban Centre Commercial (C1), Institutional and Assembly (P2);

#### Technical Review

##### *Traffic*

- Congregate care has lower trip generation than Apartments;
- Planned improvements to Shannon Lake Road identified;
- Recommended for developer to contribute 7% of the cost for the northbound Shannon Lake Road left-turn lane;

##### *Transit*

- Currently route 28 Shannon Lake;
- Recommended for developer to construct landing and sidewalk and illuminated crossing on Asquith Road;

##### *Servicing*

- Frontage improvements are not anticipated;
- Property can be serviced by existing services;

#### Key Considerations

- Council has permitted apartment use on this property through a Site Specific Text Amendment (Bylaw No. 871 to Bylaw No. 154);
- Site retained Low Density Multiple Family future land use designation;
- Current Zones that permit Congregate Housing (R5, C1, P2) envision this use in an urban or neighbourhood centre.

#### Highlights of the discussion include:

- Application allowed for 3 stories is applicant seeking height variance? Currently looking at Site Specific Zoning Amendment for congregate use, in future stages a height variance may be addressed;
- How many R3s have tried for apartments, any approved for congregate? At the time of transition to Zoning Bylaw 0154 in 2014, a number of properties zoning was reconsidered. 6 R3 sites did receive a Site Specific Text Amendment for apartment use;



- Why are they building outside of the 3 permitted zones? Proposal is independent living style residential development without medical care. There will be a shuttle or they could drive to town for city centre services;
- Will the property be only senior residential housing and not hotel/motel use? Applicant is not proposing a hotel. It is proposed as long term residential units. Congregate housing use does not permit short term stays;
- Concern with lack of parking. Planners response: At the development permit stage the technical review will ensure parking requirements are met or if a variance is required;
- Distance to a local elementary school? Close to Shannon Lake Elementary;
- Suggestion to restrict this congregate housing proposal to Seniors residents;
- Could it be a transitional home? Group home permitted in this zone in townhouse or duplex form. Care facilities and group homes would require a license. Congregate housing does not require a license and could be a private facility;
- Would this amendment exclude group home? Zoning amendment would not remove any existing permitted uses, it would add the use of congregate housing in apartment form;
- Question for applicant - Any research on the benefit of congregate housing being away from city centre? Applicant, Keith Funk responded: Extensive research completed. Existing need for advance seniors housing units for this use. Allows seniors to age in the community they lived in while still being close to family. Adjacent to primary road system and transit - shuttle service will be offered. The proposal is strictly for senior care.
- Proposal is a benefit to the community;
- Not all retirement housing needs to be in the Westbank Centre;
- Research has been done that there is a demand for this type of housing;
- Designed for people who are mobile;

- Sensitivities to traffic impacts - lesser number of traffic than apartment, spread throughout the day;
- Nice for independent seniors to have options for where they live;
- Concern of future height variance for the neighbourhood.

It was moved and seconded

**THAT** the APC support Z 20-11, Zoning Amendment, 2416 Saddleback Way with consideration for covenant that would restrict occupancy to seniors.

CARRIED UNANIMOUSLY

### **8.3 Z 21-01, Rezoning Application, 2377 Thacker Drive**

Highlights of the presentation include:

- Subject property in Lakeview Heights neighbourhood;
- Flat upper portion adjacent to Thacker Drive and Bridgeview Road;
- Exiting single family home and agricultural worker dwelling;
- Proposal: rezone a portion of the property RU4 to R1 to accommodate 10 lot single family subdivision;

Background

- Similar application submit in 2018 (File Z18-08) was withdrawn;
- 2021 revisions include:
  - Reduce R1 area;
  - Reduce number of proposed lots (17 to 10);
  - no development, rezoning proposed for the lower portion of the property;
- Previous application identified servicing upgrades, frontage improvements, pedestrian pathway construction, wildfire mitigation, etc. that will carry forward with current application;

*Official Community Plan*

- Split land use designation - Single Family Residential (upper) and Steep Slope (lower);

### *Zoning Bylaw*

- Current parcel zoned Rural Residential Large Parcel (RU4);

### *Technical*

- Applicant has provided:
  - Functional Servicing Report;
  - Geotechnical Report;
  - Wildfire Hazard Assessment Report;
  - Environmental Assessment Report;
- Conditions and recommendations will be established through rezoning at third reading;

### *Referrals*

- Referred to various external agencies and internal departments;
- No issues identified;
- Fire department noted fuel reduction for wildfire mitigation which will be addressed later in the application process;
- Notice of application signage has been installed on the property;

### *Key Considerations*

- Proposed R1 Zone is consistent with existing Single Family Residential land use designation;
- Should Council give first and second reading, a Public Hearing will be scheduled;
- Future conditions for geotechnical, wildfire, environmental, servicing and frontage improvements may be applied at time of third reading of the amendment bylaw.

### *Highlights of the discussion include:*

- Concern with future storm water management and impact for neighbourhood below;
- Lower portion incredibly steep and unusable;

- Development and Building permits will address storm water concerns later in the application;
- Why split land use designation? Steep slope area is not suitable for single family residential. Land use designations do not need parcel boundaries. Steep slope is not suitable for Single Family Residential therefore limited to upper portion on this property;
- Signage installed on property, has there been any public input received to date? Received a few inquiries regarding submitting feedback through Public Hearing;
- Why has the applicant chosen to leave the bottom portion as RU4? Council and staff were not supportive of lower portion on the previous application regarding steepness and access. New application is addressing concerns that were previously not supported.
- Rezoning application fits the design of the neighbourhood.

It was moved and seconded

**THAT** the APC support the Rezoning Application for 2377 Thacker Drive.

CARRIED; J. Gluska opposed

## **9. CORRESPONDENCE AND INFORMATION ITEMS**

### **9.1 A 20-02, Decision Letter, 3536 Paynter Road**

## **10. OTHER BUSINESS**

## **11. ADJOURNMENT OF THE MEETING**

The meeting adjourned at 10:50 a.m.

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CHAIR

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RECORDING SECRETARY



## ADVISORY PLANNING COMMISSION REPORT

To: Advisory Planning Commission Members

Date: April 21, 2021

From: Hailey Rilkoff, Planner II

File No: TUP 18-01.01

Subject: **TUP 18-01.01; Temporary Use Permit Renewal; 2565 Main Street**

### BACKGROUND

This application proposes to extend an existing Temporary Use Permit to continue to allow the use of Automotive Sales on a portion of the subject property. Automotive Sales would be considered Retail, Service Commercial which is not a permitted use in the C1 – Urban Centre Commercial Zone.

PROPERTY DETAILS			
<b>Address</b>	2565 Main Street		
<b>PID</b>	008-346-071		
<b>Folio</b>	36412518.001		
<b>Lot Size</b>	3.59 acres (14,524.2 m <sup>2</sup> )		
<b>Owner</b>	1230911 B.C. LTD.	<b>Agent</b>	Gary Johal
<b>Current Zoning</b>	C1 – Urban Centre Commercial Zone	<b>Proposed Zoning</b>	-
<b>Current OCP</b>	C - Commercial	<b>Proposed OCP</b>	-
<b>Current Use</b>	Automotive Sales	<b>Proposed Use</b>	Automotive Sales
<b>Development Permit Areas</b>	Form & Character		
<b>Hazards</b>	n/a		
<b>Agricultural Land Reserve</b>	No		

ADJACENT ZONING & LAND USES		
<b>North</b>	^	P2 Institutional and Assembly & C1 – Urban Centre Commercial & RU1 Country Residential
<b>East</b>	>	C1 – Urban Centre Commercial
<b>West</b>	<	P2 Institutional and Assembly & A1 - Agricultural
<b>South</b>	v	C1 – Urban Centre Commercial

This application requests a renewal of TUP 18-01 which was issued in March of 2018. There have been previous Temporary Use Permits issued for the property to permit automotive sales since 2008<sup>1</sup>. Automotive sales have been occurring on the property for over 10 years.

The subject property is considered a gateway site to Westbank Centre as the Highway 97 couplet begins/ends at this property. The property is also used by Buckerfield's, a home, garden and farm retail store, which operates their outdoor storage yard through a Temporary Use Permit (TUP 17-01.01) which was recently renewed in July of 2020. The Highway 97 one-way couplet restricts pedestrian movement in Westbank Centre and

Page 14 of 25  
TUP 18-01.01; Temporary Use Permit Renewal; 2565 Main Street

sees high volumes of fast moving traffic on Main Street and Dobbin Road, which surround this unique gateway property.

### Proposal

The proposal is to renew TUP 18-01 for an additional 3 years to permit automotive, boat and recreational vehicle sales on a portion of the subject property (Figure 1).

### Applicant's Rationale

The applicant has provided a rationale letter which indicates that new owners are currently working on future development plans for the site, however in the meantime are looking for an extension of the Temporary Use Permit. There are no proposed changes to the existing landscaping or additional buildings or structures to be constructed in order to continue the use.

### Policy & Bylaw Review

#### *Official Community Plan Bylaw No. 100*

The subject property has a Growth Management Designation (GMD) of Westbank Centre and a future Land Use Designation (LUD) of Commercial. The Westbank Centre GMD envisions a bookend urban centre that is distinct from the auto-oriented commercial development in the Westbank First Nation jurisdiction. Westbank Centre is envisioned to be higher density, pedestrian oriented areas with mixed use and significant public amenities.

The Commercial LUD seeks to improve the form, character and public realm amenities of existing and future commercial developments. Commercial development is subject to the Commercial Form and Character Development Permit Area Guidelines, which would apply to redevelopment of the site or any construction of buildings to accommodate temporary uses.

#### *Westbank Centre Plan*

Since the issuance of the original Temporary Use Permit to allow the automotive sales use, the City has adopted the Westbank Centre Plan. In this Plan, the subject property has been identified as a "Gateway Site" which is a visual property that presents opportunities to establish a strong entrance and exit to Westbank Centre. Based on the proximity to Westbank's agricultural lands, the plan envisions the subject property as a food and agricultural destination that could accommodate related food and beverage uses.

Better utilization of the subject property as gateways and activity nodes is encouraged, and the Westbank Centre Plan encourages working with existing land owners to develop comprehensive redevelopment plans that accommodate both existing and potential new uses.

#### *Zoning Bylaw No. 0154*

The subject property is currently zoned C1 – Urban Centre Commercial. The C1 Zone accommodates a mix of uses with active commercial frontages. Typically, the proposed use of automotive sales is accommodated under the use of Retail, Service Commercial,

which is not permitted in the C1 Zone. Retail, Service Commercial is permitted in the C4 – Service Commercial or I1 – Light Industrial Zones, with better accommodate low-intensity, vehicular oriented uses.

## **DISCUSSION**

### Planning

The one-way couplet configuration has been attributed to significant impacts on the economic viability of Westbank Centre. While it serves as a provincial transportation through-route and accommodates vehicular uses, it provides challenges in supporting a pedestrian-friendly urban centre. The proposed continued use of the site for automotive sales is typical along urban highway frontages.

The issuance of TUP 18-01 included a number of conditions including:

- Limiting the use to a maximum area of 3,750 m<sup>2</sup>;
- Restricting the structures to the two 3m X 3m temporary storage units and once 32 m<sup>2</sup> sales/office trailer;
- The use be restricted to the sale and trade of automobiles, trucks, boats and recreational vehicles and all vehicles must be road worthy (no parts vehicles, wrecked vehicles, vehicle repairs or outdoor storage is permitted on-site);
- All employee parking must be accommodated on-site; and
- Any lighting to be approved by City staff.

Previous Temporary Use Permits and extension (TUP 11-06) required installation on on-site landscaping, however the requirement to maintain this landscaping was not included as a condition of TUP 18-01. At the time of issuance of TUP 18-01, it was noted that the landscaping had been well maintained and was achieving the intent to screen the automotive sales use on the property. A site visit had not been completed at the time of writing this report, however the condition of landscaping will be inspected to ensure it has been maintained.

### Referral Comments

No referral comments have been received at the time of writing this report.

## **KEY CONSIDERATIONS**

In providing recommendations to City staff and Council, the APC may wish to consider the following:

- The existing automotive sales use has been operating on the property for over ten years under various Temporary Use Permits;
- The Westbank Centre Plan encourages a comprehensive redevelopment plan for gateway sites;



- The Highway 97 couplet which surrounds this property restricts pedestrian movement with relatively fast moving and high-volume traffic.

Specific comments would be appreciated should the APC have any concerns with the proposed temporary use permit renewal, so that they may be further investigated or considered prior to staff providing a recommendation to Council as part of consideration of the application.

Respectfully submitted,

Hailey Rilkoff, Planner II

Powerpoint: Yes ☒ No ☐

Attachments:

1. Existing Permit (TUP 18-01)
2. Applicant's Rational Letter



**CITY OF WEST KELOWNA**  
**TEMPORARY USE PERMIT**  
**TUP 18-01**

**TO:** Paynters Orchard Meadows Ltd.  
107 – 2565 Main Street  
West Kelowna, B.C. V4T 2B4

1. This Permit is issued subject to compliance with all of the Bylaws of the District of West Kelowna applicable thereto, except as specifically varied or supplemented by this Permit.
2. This Permit applies to and only to those lands described below, and any and all buildings, structures and other developments thereon:

**Lot 31, DL 486, ODYD, Plan 761, Except Plans H18608, 38625 and H911  
(2565 Main Street)**

3. This Temporary Use Permit (TUP 18-01) allows for the use of the eastern portion (approximately 3,750m<sup>2</sup>) of 2565 Main Street for auto sales for a period of three-years subject to the following conditions and attached plans:
  - i. That the businesses be restricted to a maximum area of 3,750m<sup>2</sup> as identified on the attached Landscape Plan;
  - ii. That the only structures permitted are two 3 metre by 3 metre temporary storage units and one existing 32 m<sup>2</sup> sales/office trailer as identified in the attached Landscape Plan;
  - iii. That the businesses be restricted to the sale and trade of automobiles, trucks, boats and recreational vehicles;
  - iv. That the businesses restrict employee parking to on-site locations, or make arrangements for private off-street parking;
  - v. That all automobiles, trucks and recreational vehicles are to be road worthy. No vehicles for parts, wrecked vehicles, vehicle repairs, or outdoor storage of items other than those listed in this permit are to be located on the site;
  - vi. That any future installation of lighting be approved by City staff. Any proposed lighting is to be unobtrusive, low in height, and directed onto the permitted area only;
  - vii. That upon completion of the temporary use, the structures, vehicles, and chain link fence are to be removed and the site is to be rehabilitated to the satisfaction of the Director of Development Services, and;
  - viii. That TUP 18-01 shall be deemed to have expired three years to the date of issuance.
4. The land described herein shall be developed strictly in accordance with the terms and conditions of this Permit and any plans and specifications attached to this Permit, which shall form a part hereof.
5. **This Permit is not a Building Permit.**

AUTHORIZING RESOLUTION NO. C159/18 PASSED BY THE MUNICIPAL COUNCIL ON  
MARCH 13, 2018.

EXPIRY DATE: March 15, 2021

ISSUED ON MARCH 15, 2018

Signed on March 15, 2018



  
\_\_\_\_\_  
City Clerk

Attachments:

1. Landscape Plan, prepared by Xenia Semeniuk, dated January 31, 2012.

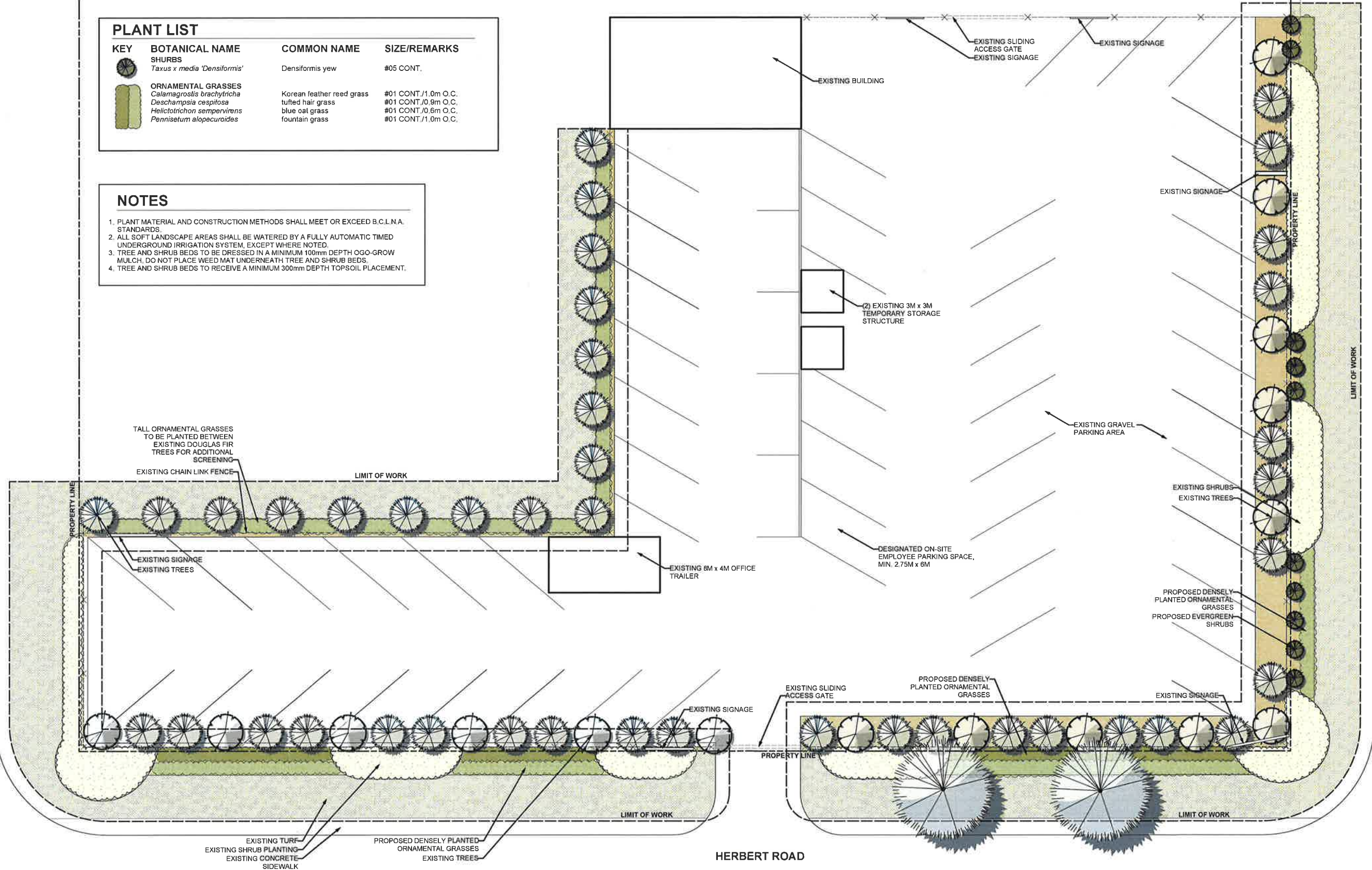
H:\DEVELOPMENT SERVICES\PLANNING\4520 Permits - Individual\4520-20 Temporary Use Permits (TUP)\2018\TUP 18-01 2565 Main St\Permit\TUP 18-01 v1.docx

PLANT LIST

KEY	BOTANICAL NAME	COMMON NAME	SIZE/REMARKS
	<b>SHURBS</b> <i>Taxus x media 'Densiformis'</i>	Densiformis yew	#05 CONT.
	<b>ORNAMENTAL GRASSES</b> <i>Calamagrostis brachytricha</i> <i>Deschampsia cespitosa</i> <i>Helictotrichon sempervirens</i> <i>Pennisetum alopecuroides</i>	Korean feather reed grass tufted hair grass blue oat grass fountain grass	#01 CONT./1.0m O.C. #01 CONT./0.9m O.C. #01 CONT./0.6m O.C. #01 CONT./1.0m O.C.

NOTES

1. PLANT MATERIAL AND CONSTRUCTION METHODS SHALL MEET OR EXCEED B.C.L.N.A. STANDARDS.
2. ALL SOFT LANDSCAPE AREAS SHALL BE WATERED BY A FULLY AUTOMATIC TIMED UNDERGROUND IRRIGATION SYSTEM, EXCEPT WHERE NOTED.
3. TREE AND SHRUB BEDS TO BE DRESSED IN A MINIMUM 100mm DEPTH OGO-GROW MULCH. DO NOT PLACE WEED MAT UNDERNEATH TREE AND SHRUB BEDS.
4. TREE AND SHRUB BEDS TO RECEIVE A MINIMUM 300mm DEPTH TOPSOIL PLACEMENT.



site plan information provided by:  
Peter Chataway  
Fine Home Designs  
368 Cadder Avenue  
Kelowna, BC V1Y 5N1  
(250) 763 1334

2565 TEMPORARY USE PERMIT APPLICATION

West Kelowna, BC

issued for/revision:

1 | Temporary Use Permit | 2012.01.20

north arrow

Project number: 1201  
Date: 2012.01.20  
Drawn: XS  
Checked: XS  
Scale: AS NOTED

seal



XENIA SEMENIUK  
LANDSCAPE ARCHITECT  
201 - 1353 ELLIS ST.  
KELOWNA, BC V1Y 1Z9  
T: (250) 763-4771

sheet  
LANDSCAPE PLAN

sheet number

L.1 OF 1





www.dfarchitecture.ca

JESSIE ARORA

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PRINCIPAL

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INFO@DFARCHITECTURE.CA

#350 - 10851 SHELLBRIDGE WAY, RICHMOND, B.C. CANADA V6X 2W9

CITY OF WEST KELOWNA  
PLANNING DEPARTMENT

ATTACHMENT: 2 - APC

FILE NO.: TUP 18-01.01



March 15<sup>th</sup>, 2021

Project: WKL-001

Development Services  
City of West Kelowna  
2760 Cameron Road, BC  
V1Z 2T6

**Attention: Hailey Rilkoff, MCP, Planner II**

**Re: Renewal of TUP (TUP 18-01) at 2565 Main Street West Kelowna B.C**

Hi Hailey

With regards to the above lot, we would like to an extension for 3 years on the TUP.

As you might be aware the new owners of the lot are currently working with us to get a favorable option to develop the same. In the meantime, they appreciate if City could grant them an extension for the TUP 18-01.

The current TUP had recommendations with regards to the landscape design and we are given to understand by our clients (1230911 BC Ltd.) these are currently being maintained by an independent company which under contract by the owners.

The current use as proposed by the previous owners, in the TUP, was auto sales and we would be proposing the same use for the renewal of the TUP; which is in line with the zoning.

There is no structure proposed as be the existing TUP and hence we do not have a development data to be attached to the application.

Please let us know if you require any further information with regards the same.

Sincerely,

Jessie Arora, Architect AIBC, SAA, AAA, OAA, MRAIC, RA, MAA

**PRINCIPAL**

ARCHITECTS | PLANNERS | INTERIOR DESIGNERS



**City of West Kelowna**

2760 Cameron Road, West Kelowna, British Columbia V1Z 2T6  
Tel (778)797.1000 Fax (778)797.1001

February 11, 2021

File No: TUP 20-04

Brad Kotnik  
Last Mountain Brewing Co. Ltd.  
3145 Coventry Cres  
West Kelowna, BC V4T 1E8

Dear Brad Kotnik,

**Re: Temporary Use Permit  
3145 COVENTRY CRES - Lot 1, DL 3904, ODYD, Plan 39174**

On Tuesday, February 09, 2021 the Municipal Council of the City of West Kelowna passed the following resolution (C081/21):

***THAT** Council approve the Temporary Use Permit (TUP 20-04) to allow a home based brewery at 3145 Coventry Crescent for a term of two years, subject to the conditions outlined in the attached permit (Attachment 3)*

Should you have any questions regarding this matter, please contact Jayden Riley, Planner II at 778-797-8830.

Yours truly,

A handwritten signature in black ink, appearing to be "B. Magnan", is written over a horizontal line.

Brent Magnan  
Planning Manager

/MJ

Attach: TUP 20-04 Permit

cc: Building Department  
Development Engineering  
BC Assessment Authority  
Advisory Planning Commission (APC)



**City of West Kelowna**

2760 Cameron Road, West Kelowna, British Columbia V1Z 2T6  
Tel (778)797.1000 Fax (778)797.1001

March 29, 2021

File No: Z 20-13

Willow Development Inc  
1662 Pritchard Dr  
West Kelowna, BC V4T 1X3

Dear Willow Development Inc:

**Re: Zoning Amendment**  
**2500 Tallus Heights Lane, 2500 Tallus Heights Lane - Lot 13, DL 3793, ODYD, Plan**  
**EPP83661**

On Tuesday, March 23, 2021 the Municipal Council of the City of West Kelowna passed the following resolution (C115/21):

**THAT** Council give third reading and adopt the City of West Kelowna Zoning Amendment Bylaw No. 0154.101, 2020 (File Z 20-13).

Should you have any questions regarding this matter, please contact Jayden Riley, Planner II at 778-797-8830.

Yours truly,

Brent Magnan  
Planning Manager

/MJ

Attach: Zoning Bylaw 154.101

cc:

Building Department  
Development Engineering  
BC Assessment Authority  
Advisory Planning Commission (APC)

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**CITY OF WEST KELOWNA**

**BYLAW NO. 0154.101**

**A BYLAW TO AMEND "ZONING BYLAW NO. 0154"**

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WHEREAS the Council of the City of West Kelowna desires to amend "CITY OF WEST KELOWNA ZONING BYLAW NO. 0154" under the provisions of the *Local Government Act*.

THEREFORE BE IT RESOLVED that the Council of the City of West Kelowna, in open meeting assembled, hereby enacts as follows:

1. Title

This Bylaw may be cited as "CITY OF WEST KELOWNA ZONING AMENDMENT BYLAW NO. 0154.101, 2021".

2. Amendments

"Zoning Bylaw No. 0154" is hereby amended as follows:

2.1 By adding to the following to 12.1.4 Site Specific Uses, Buildings and Structures:

- (d) On Lot 13, DL 3793, ODYD, Plan EPP83661 (2500 Tallus Heights Lane): a secondary suite on a parcel zoned RC3 under 550 m<sup>2</sup>, as indicated on Schedule 'B' attached to and forming part of this bylaw.

2.2 By depicting the change on "Zoning Bylaw No. 0154 Schedule B" (Zoning Bylaw Map) as shown on Schedule 'A' attached to and forming part of this bylaw.

READ A FIRST AND SECOND TIME THIS 9<sup>TH</sup> DAY OF FEBRUARY, 2021

PUBLIC HEARING HELD THIS 9<sup>TH</sup> DAY OF MARCH, 2021

READ A THIRD TIME THIS 23<sup>RD</sup> DAY OF MARCH, 2021

ADOPTED THIS 23<sup>RD</sup> DAY OF MARCH, 2021

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MAYOR

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CITY CLERK





CITY OF  
WEST  
KELOWNA

## SCHEDULE 'A' of BYLAW NO. 0154.101

