



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

Wednesday, October 2, 2024  
COUNCIL CHAMBERS  
3731 OLD OKANAGAN HWY, WEST KELOWNA, BC

MEMBERS PRESENT: Joe Gluska  
Nicole Richard, Acting Chair  
Andy Smith  
Melissa Smith

MEMBER ABSENT: Anthony Bastiaanssen, Chair

Staff Present: Natasha Patricelli, Recording Secretary  
Carla Eaton, Senior Planner - Long Range  
Brittany Nichols, Long Range Planning Manager  
Brent Magnan, Director of Development Approvals

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

The meeting was called to order at 9:32am

It was acknowledged that this meeting was held on the traditional territory of the Syilx/Okanagan Peoples.

This meeting was open to the public. This meeting was webcast live and archived on the City's website.

**1.1 Appointment of Acting Chair**

It was moved and seconded

**THAT** the Nicole Richard be appointed as Acting Chair for the October 2, 2024 Advisory Planning Commission meeting.

CARRIED UNANIMOUSLY

**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  
Wednesday, July 17, 2024 in the City of West Kelowna Council  
Chambers**

It was moved and seconded

**THAT** the minutes of the Advisory Planning Commission meeting held  
Wednesday, July 17, 2024 in the City of West Kelowna Council Chambers  
be adopted.

CARRIED UNANIMOUSLY

**5. PRESENTATIONS**

**6. DELEGATIONS**

**7. UNFINISHED BUSINESS**

**8. REFERRALS**

**8.1 P 22-08, Zoning Bylaw No. 0320 (APC Consideration)**

Highlights of the presentation include:

- Zoning Bylaw was previously updated in 2014 and 2022;
- Zoning Bylaw update is required to be consistent with the Official Community Plan, to incorporate the Housing Strategy and reflect on the Province's legislation changes;
- The bylaw includes 5 new zones, new density bonusing program, updated parking regulations, key updates to regulations, identified corrections, errors and omissions from the housing amendments and mapping updates;
- Westbank Urban Centre zones includes Mixed Use Corridor zone (high density, mixed use), Commercial Core zone (high density

commercial use) and Residential Shoulder zone (multi-unit residential uses and mixed use on first four storeys);

- Boucherie Urban Centre zone provides housing and employment, commercial and recreational opportunities while focusing on proximity to transit hub;
- Neighbourhood Centre zones could be applied in four neighbourhoods and 1 village centre to create complete communities. Providing local services on existing or planned transportation network;
- Major changes includes Tall Building Regulations in the proposed new Urban Centre zones;
- New density bonus program supports priorities identified in the OCP and Housing Strategy to construct priority housing types, Cash in lieu, and priority housing exempt. 2 backstops include maximum height and maximum density;
- New Multiple Residential Adaptability requirements require a minimum of 20% of all new multiple residential units to be built to adaptability standards; incentivized with a density bonus in neighbourhood centres;
- Parking and Loading Regulations include updates to required parking spaces, bicycle parking and repair stations, loading space regulations, electric vehicle charging requirements and update for cash-in-lieu of parking spaces, expand cooperative/car share vehicles, parking landscape requirements ,restrict conversion of designating parking spaces for commercial parking spaces, require accessible parking spaces to be maintained, consolidated and updated parking dimensions and development standards, new zones and mixed uses incorporated across the parking regulations and truck and boat trailer parking space requirements were deleted;
- Minor changes in the zoning bylaw include significant updates in definitions, references to new zones/building types and related interpretation sections, updated list of permitted uses and establish process for consideration of drive through, updates to agricultural zones, rural zones, residential zones, commercial zones, industrial zones, parks and institutional zones, comprehensive development zones;

- Mapping changes have 16 amendments to Schedule A to allow for City owned properties to allow for potential redevelopment, reflect civic and institutional uses, rezoning park acquisitions and correct boundary map areas while eliminate unnecessary spilt zones;
- Referral feedback has been heard from Agricultural Land Commission, Archaeology Branch, Ministry of Forest, BC Transit, Fortis, Interior Health, Ministry of Agriculture, Ministry of Transportation and Infrastructure, Regional District of Central Okanagan (RDCO), Urban Development Institute;
- Key considerations include this zoning bylaw enacting the vision of the Official Community Plan, implementing elements from the Housing Strategy and supporting density and height to enhance walkability, access to transit/cultural/social/commercial amenity opportunities;
- Was thought/consideration given for the adaptability of technology that will be obsolete? Ramifications of electric vehicle enhancements with emerging trends and studies based on the best information you have at the present day.

Questions on the presentation:

- How is a daycare facility allowed on agricultural property and there are no comments from the ALC? The agriculture minor use permits child care opportunities consistent with OCP policy direction. The child care minor (in home use) definition is listed a secondary use within a home. It would not allow a major (centre/facility use) as a separate building or child care centre on the property;
- No child care major allowed in agriculture zone only child care minor? Correct;
- Can the roads be paved on the agricultural land? If the property is located within the Agricultural Land Reserve it would be held to those regulations;
- Is the City involved in updated the Agricultural Land Commission Act? It is beyond our scope although we may be involved as a referral;
- Where did the \$10,000 cash-in-lieu of parking rates amount come from? This is in the existing Zoning bylaw as well as the parking

study and density bonusing to look at project viability, construction of parking space and the value of the land;

- How long has the amount been \$10,000? Staff would need to review when that happened; It was noted that it is a comparative amount for the region;
- Will BC Transit offer better routes and schedules for West Kelowna in support of reduced parking? The Parking Study focused on our area and existing parking. Studies were completed for informal and formal parking, how its being utilized, density changes. The Parking Study recommends parking reductions including increasing sidewalks, transit, bike lanes improvements in a phased approach; Council has recently reviewed transit plans and approved transit improvements, however, funding support is needed from all levels of government to enact transit changes;
- Has the City considered pay parking? The Parking Study considered on street parking management, paid parking spots, signs for formalizing parking. The Parking Study identified existing formal and informal parking within the Westbank Urban Centre and recommended more parking strategies in a phased approach tied to increasing levels of anticipated density;
- The Provincial government changed the building code to allow 6 storeys with a single stairwell entrance. Is that coming to West Kelowna? If it is permitted in the BC Building Code, it would be permitted throughout BC;
- Consideration in certain neighbourhoods to have permit for residential parking? Street parking management could be considered over time in certain areas if required;
- Is it possible to change some of the wording from guest unit to guest bedroom for hotel parking requirements? Definition of guest unit utilized in the zoning bylaw was reviewed and challenged in the parking study to ensure it was comparative to other municipalities. Hotel rates were based on the comparable provided;
- Modular and carriage houses are only allowed in certain areas? The manufactured home definition was removed from the bylaw. Definitions for mobile home, modular home and single detached dwellings have been updated including where modular homes are

permitted. Modular home greater than 5m in width are included as single detached dwellings;

- Timeline for how fire rescue improvements will accommodate proposed developments over 6 storeys? New maximum heights were established in the Official Community Plan and information has been provided to Council on the status of fire protection from the Fire Department. The Zoning bylaw would allow up to 19 storeys but it will take time before we would see these applications, as well as time to construct any taller buildings. We are moving along the right timeline to see these changes.

Highlights of the discussion include:

- \$10,000 in lieu of parking is questioned by some members of the Commission with suggestion to raise the amount;
- Parking reductions are a concern; Parking restrictions in buildings flow out into the local neighbourhoods;
- Accessibility and adaptability in our community was strongly supported to support our aging population;
- Slight concern of daycare use in agricultural properties regarding the changes (paving, increased traffic) that may bring to the agricultural properties;
- Reinforced through the Commission that fire rescue capabilities will need to be enhanced to accommodate taller buildings in the city;
- Questions about how the bicycle network is going to connect with new development density and the impact on the flow of traffic. Staff commented that the zoning bylaw supports infrastructure regarding items like storage of bikes, however the interaction between the building and road network is impacted more by the transportation master plan, and development permit process which affects the actual design of the building and street interface;
- Impressed with the report and how current it is for the present day.

It was moved and seconded

**THAT** the Advisory Planning Commission recommend support for P22-08, Zoning Bylaw No. 0320.

CARRIED UNANIMOUSLY

**9. CORRESPONDENCE AND INFORMATION ITEMS**

**10. OTHER BUSINESS**

**10.1 Staff Liaison Update**

The Commission was advised that Brad Clifton, Staff Liaison of the Advisory Planning Commission has resigned from the City of West Kelowna. At this time Carla Eaton will be Acting Staff Liaison.

**11. ADJOURNMENT OF THE MEETING**

The meeting adjourned at 11:05 a.m.

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CHAIR

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RECORDING SECRETARY