



City of West Kelowna
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October 12, 2021

Dear Mr. Wood and Members of the Steering Committee:

This letter is written in response to your letter dated October 4, 2021, regarding agenda item no. 8.3 (Unaddressed Shannon View Drive OCP/Zoning Bylaw Amendment) from the June 16, 2021 Advisory Planning Commission meeting.

I do appreciate your concerns related to the proposal, however the APC is unable to rescind motions that have been passed at our meetings, as requested. The role of the Commission, as outlined in Bylaw No. 0098, is to advise Council on matters respecting land use, community planning, or proposed bylaws, and certain permits under Division 2, 7, and 9 of Part 26 of the *Local Government Act*. The Commission is not a technical review committee and there is no procedural mechanism that would allow the APC to rescind a motion.

Technical documents are reviewed by City staff and often in conjunction with professional consultants. Prior to the proposed zoning amendment being considered by Council for 1st and 2nd Reading, all technical items will be reviewed in accordance with City bylaws and then summarized in the 1st and 2nd Reading report. If the proposal does receive 1st and 2nd Reading, a Public Hearing will be scheduled and notification to the public will occur. I respectfully suggest you review the information available at that time and consider making a written submission as part of the formal Public Hearing process.

Thank you for your interest in the proceedings of the Advisory Planning Commission. Please be advised that I will be circulating your letter and this response to the Commission members.

Sincerely,

A handwritten signature in black ink, appearing to read "Wayne Kubasek", is written over a light grey, textured background.

Wayne Kubasek
Chair, Advisory Planning Commission
City of West Kelowna