



CORPORATION OF THE CITY OF VERNON

ADVISORY PLANNING COMMITTEE

TUESDAY, JANUARY 9, 2018

4:00 pm – OKANAGAN LAKE ROOM

A G E N D A

1. **ELECTION OF CHAIR AND VICE-CHAIR**
2. **REVIEW OF TERMS OF REFERENCE AND BULLYING AND HARASSMENT POLICY** – attached
3. **ADOPTION OF AGENDA**
4. **ADOPTION OF MINUTES**
December 12, 2017 (attached)
5. **NEW BUSINESS**
 - a) DVP00412 – Development Variance Permit application for 3100 32 Avenue
 - b) McMechan Lands Neighbourhood Planning Workshop (background information attached)
6. **INFORMATION ITEMS**
 - a) The Staff Liaison provided an update of APC items discussed at the January 8, 2018 Council meeting.
7. **NEXT MEETING**
The next meeting is tentatively scheduled for Tuesday, January 23, 2018.
8. **ADJOURNMENT**



THE CORPORATION OF THE CITY OF VERNON

TERMS OF REFERENCE

Committee Name: Advisory Planning Committee

Type: Select

Approvals/Reviews/Amendments

POLICY/AMENDMENT APPROVED BY:	DATE OF COUNCIL MEETING:	SECTION AMENDED
"Sean Harvey," Mayor	October 14, 2003	ORIGINAL POLICY
"Sean Harvey," Mayor	October 27, 2003	Section Amended: 4.3 - Meeting Schedule 4.0 – Addition of Committee Clerk duties Delete reference to DLUC and add Mayor and two Councillors to membership of the Committee.
"Wayne Lippert," Mayor	October 26, 2009	2.01 Duties – amended 2.03 Duties – added 3.02 Mayor will appoint one member of Council and one alternate 4.01 Referrals will include the draft staff report
"Rob Sawatzky,"	January 9, 2012	Change name to Advisory Planning Committee.



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<i>Mayor</i>		Add a Youth Member, as a non-voting member.
<i>"Rob Sawatzky, Mayor"</i>	April 14, 2014	Various amendments to streamline TOR. Add two new positions with expertise in universal accessibility issues in the community.
<i>"Catherine Lord Acting Mayor"</i>	March 9, 2015	Add one representative from ' <i>Independent Living Vernon</i> '
<i>"Akbal Mund" Mayor</i>	March 23, 2015	Limit the term of the youth member to two years.
<i>"Akbal Mund" Mayor</i>	March 14, 2016	Add ALR exclusion applications to 2.01 Duties



THE CORPORATION OF THE CITY OF VERNON

1.0 Committee Purpose

- 1.01 To provide City Council with advice and recommendations on proposed land use and planning changes and related matters as detailed below.

2.0 Duties

- 2.01 The Committee will consider proposed Official Community Plan, Neighbourhood Plans, Rezoning, Agricultural Land Reserve exclusion and Development Variance Permit applications, in accordance with the current Official Community Plan and will provide recommendations to City Council on same.
- 2.02 The Committee will also review and provide their advice on land use matters referred by Council.
- 2.03 The Committee will receive regular updates on long range planning matters, including neighbourhood plan reviews.

3.0 Membership

- 3.01 The Committee shall be comprised of twelve (12) members appointed by Council from the community at large. All members must be a resident or property owner in the City of Vernon.
- 3.02 Membership may include one (1) individual from the community at large who has a background in accessibility for the disabled/mobility impaired.
- 3.03 Membership may include one (1) representative from Independent Living Vernon (ILV).
- 3.04 A youth member may be included on the Committee, as a non-voting member, in order to contribute the perspective of Vernon youth to Committee discussions and recommendations. The youth member shall have a



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maximum term of two (2) years. The youth member shall not attend in camera meetings of the Committee.

- 3.05 All members, excepting the youth member, shall have a maximum term of four (4) years expiring in December following an election. Members are permitted a maximum of two consecutive terms, with each term not to exceed four years.

4.0 Operations of the Committee

4.01 Agenda Preparation

Agendas will be prepared by the Committee Clerk and endorsed by the City Planner or their designate. The Agenda will be circulated by the Committee Clerk to the Committee members by Friday preceding the Committee meeting.

The referral material provided in the committee agenda will include a copy of the draft staff report on the subject application.

The Committee and/or staff recommendations will be an addendum to reports to Council.

4.02 Meeting Schedule

The Committee will meet at 4:00 p.m. each Tuesday of the same week following a regularly scheduled Council meeting. Should there be no agenda items, the Committee will not meet.

In the event that the regularly scheduled Council meeting falls on a Tuesday, the Committee shall meet at 4:00 p.m. on the Wednesday of the same week.



THE CORPORATION OF THE CITY OF VERNON
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 website: www.vernon.ca

Corporate Policy

Section:	Human Resources	
Sub-Section:		
Title:	Bullying and Harassment	

RELATED POLICIES

Number	Title

APPROVALS

POLICY APPROVAL:	AMENDMENT APPROVAL:	SECTION AMENDED
Approved by:	Amendment Approved by:	
Mayor: <u>Akbal Mund</u>	Mayor:	<u>Amended due to compliance Workers Compensation Bill 14</u>
Date: <u>December 14, 2015</u>	Date: <u>December 18, 2015</u>	<u>Changed from Harassment Policy to Bullying and Harassment Policy</u>

<p><u>Approved by:</u> <u>"Sean Harvey"</u></p>	<p><u>Amendment</u> <u>Approved by:</u></p>	
<p><u>Mayor: Sean Harvey</u></p> <p><u>Date: September 29, 2003</u></p>	<p><u>Mayor:</u></p> <p><u>Date: July 10, 2006</u></p>	<p><u>Added the requirement for all parties involved in a harassment investigation to sign a confidentiality agreement; and wording which outlines the implications of a "breach of confidentiality"</u></p>
<p><u>Approved by:</u> <u>"Sean Harvey"</u></p>	<p><u>Amendment</u> <u>Approved by:</u></p>	<p><u>Complaint Resolution Process</u></p>
<p><u>Mayor:</u></p> <p><u>Date: September 29, 2003</u></p>	<p><u>Mayor:</u></p> <p><u>Date: October 25, 2004</u></p>	
<p><u>Approved by:</u> <u>"Sean Harvey"</u></p>	<p><u>Amendment</u> <u>Approved by:</u></p>	
<p><u>Mayor:</u></p> <p><u>Date: September 29, 2003</u></p>	<p><u>Mayor:</u></p> <p><u>Date:</u></p>	

POLICY

The policy of the City of Vernon is to provide and maintain a workplace that is free from discrimination, bullying and harassment, not only in relation to the specific conduct prohibited by the British Columbia (BC) Human Rights Code, but regarding any form of personal bullying harassment which may reasonably cause embarrassment, insecurity, discomfort, offence or humiliation to another person or group.

The City of Vernon is committed to a professional working environment where employees, contractors, elected officials, committee volunteers, and students working on behalf of the City or present within the City's facilities and programs, are treated with respect and dignity.

This Policy will apply to the resolution of all internal informal or formal complaints brought forward or filed pursuant to this Policy.

The procedures set out within this Policy will also apply to any and all City of Vernon investigations conducted in response to external discrimination/harassment/bullying complaints filed with WorkSafe BC, the Human Rights Tribunal or otherwise.

DEFINITIONS

Parties

Parties are the Complainant(s) and Respondent(s) directly involved in a Complaint and may include: employees (unionized and excluded), contractors, elected officials, committee volunteers, and students.

Complainant(s)

Complainant(s) are those individuals making a Complaint and seeking recourse in relation to this Policy.

Respondent(s)

Respondent(s) are those individuals alleged to have violated this Policy.

Bystanders

Bystanders are third parties who have witnessed behaviour that, in their view, potentially constitutes a violation of this Policy. Bystanders should report their concerns in accordance with Step 2 of the informal processes set out below.

Bystanders are not Parties to a Complaint. However, they may be interviewed as witnesses in the event there is a formal investigation into their concerns.

Witnesses

Witnesses are individuals who have direct knowledge of or involvement in any matter or incident that potentially relates to a Complaint brought forward or filed pursuant to this Policy.

Complaint

A concern or Complaint regarding any of the potential behaviour as defined below that requires a solution that is brought forward for the purposes of obtaining a resolution.

Prohibited Grounds

Conduct or commentary that is based, in whole or part, on any of the following 13 grounds: race, colour, ancestry, place of origin, political belief, religion, marital status, family status, physical or mental disability, sex, sexual orientation, age or unrelated criminal conviction.

Respectful Conduct

Respectful workplace conduct incorporates courtesy, civility, consideration, and compassion. It is an approach which actively respects individuals by avoiding unnecessary behaviours which would reasonably be considered to have a negative impact on others. It involves taking responsibility for one's behaviour/conduct in the workplace.

A workplace disagreement or difference of opinion is not by definition disrespectful. The manner in which a disagreement is described, discussed or resolved will determine whether or not the conduct is respectful.

Examples of Respectful vs. Disrespectful Behavior

Violations of this Policy will be determined on an objective and case-by-case basis, having regard to the overall circumstances of each Complaint, including the particular timing and context of the event(s) in question. This commonly will be determined after receiving information from the Parties and Witnesses. However, for illustrative purposes only, some examples of respectful versus disrespectful behaviour could include the following:

- Quiet and calm communication which focuses on the issues rather than personal characteristics of the individuals involved vs. loud, profane, name-calling, and abusive language that may also focus on personal characteristics.
- Expressing and resolving disagreement in a calm and professional manner vs. insulting or belittling others through personal attacks, sarcasm or through non-verbal behaviour that may include repetitive eye-rolling, loud sighing, disrespectful

facial expressions, shunning, stone walling discussions, walking out of discussions prematurely, or making physical or psychological threats.

- Addressing issues and concerns regarding work performance or misconduct in a confidential, discreet manner through responsible managers vs. engaging in gossip, rumours, speculation or criticism of an individual to others or discussing issues in front of individuals who do not need to be a part of the discussion.
- Sharing information required to deliver services effectively vs. repeatedly ignoring questions or requests for information or deliberately failing to provide necessary/helpful information.
- Responding to on-call pages in a timely fashion vs. not being accessible or responding to pages when on-call.
- Written communication made in a respectful professional manner vs. unprofessional comments made about colleagues or co-workers.

Discrimination

Discrimination is adverse differential treatment of an individual or group, whether intended or not, on the basis of race, colour, ancestry, place of origin, political belief, religion, marital status, family status, physical or mental disability, sex, sexual orientation, age or unrelated criminal conviction. Discrimination of this nature imposes burdens or obligations on an individual or group that serves no work-related function. It is important to note that such conduct is not only a breach of this Policy; it may also be a breach of the BC Human Rights Code.

Discriminatory Harassment

Discriminatory harassment is a form of discrimination and is also contrary to the BC Human Rights Code. Discriminatory harassment is abusive, unfair, offensive, or demeaning treatment of or disrespectful/disruptive conduct towards a person or group of persons related to their race, colour, ancestry, place of origin, political belief, religion, marital status, family status, physical or mental disability, sex, sexual orientation, age or unrelated criminal conviction that a reasonable person would know or ought to know or would:

- have the effect of interfering with an individual's work or participation in work related activities; or
- create an intimidating, hostile or offensive environment for work or participation in a work-related activity.

Examples of Discriminatory Harassment:

- Teasing, joking, taunting, insulting or criticizing a person, directly or indirectly, verbally or in writing, based on his or her prohibited grounds (e.g. race, gender, age). This may include commentary regarding their ability to communicate clearly, physical appearance, work style, and level of intelligence.

Sexual Harassment

Sexual harassment is disrespectful/disruptive conduct of a sexual nature made by a person who knows or ought to reasonably know that such conduct or comment is unwanted or unwelcome; or an expressed or implied promise of a reward for complying with a request of a sexual nature; or an expressed or implied threat of reprisal for refusal to comply with such a request; or disrespectful/disruptive conduct of a sexual nature which is intended or reasonably would be known to create an intimidating, hostile or offensive environment.

Examples of Sexual Harassment include:

- verbal abuse or threats of a sexual nature;
- unwelcome remarks, jokes, innuendoes or taunting of a sexual nature;
- displaying of pornographic or other offensive pictures;
- unwelcome and/or repeated sexual invitations or requests;
- leering or other inappropriate sexually oriented gestures;
- unnecessary physical contact such as: touching, patting or pinching;
- sexual assault (this may also be a criminal matter);
- negative comments that are gender-based, and
- repeated behavior that a person has objections to and is known or should reasonably be known to the offender as being unwelcome.

Personal Harassment

Personal harassment is any behavior, including disrespectful/disruptive conduct by a person directed against another person that a reasonable person would know or ought to know would cause offence, humiliation or intimidation, where the conduct is not carried out in good faith and serves no legitimate work-related purpose.

Examples of Personal Harassment:

- swearing, yelling, or making derogatory gestures or comments to or about another individual;
- engaging in embarrassing practical jokes, ridicule, or malicious gossip;
- verbal or physical threats or physical assault.

Bullying

Bullying is any repeated or systematic physical, verbal or psychological behaviour including disrespectful/disruptive behavior, which would be seen by a reasonable person as intending to belittle, intimidate, coerce or isolate another person.

Note: Personal harassment and/or bullying does not include social banter in the workplace that is objectively viewed as acceptable in tone and content. Nor does it include actions occasioned through the good faith management of the employment relationship, including decisions related to hiring, selection, performance evaluations, and progressive corrective discipline, provided that such decisions are made and implemented in a manner that is respectful of those involved. <http://www2.worksafebc.com/Topics/BullyingAndHarassment/RegulationAndGuidelines.asp?ReportID=37223>.

Methods of Communication

Inappropriate communication that may violate this Policy may be transmitted in person, on the phone, and in writing, through email, texts, Facebook, Twitter and other social media messaging, and otherwise. Potential violations may consist of inappropriate communication made to a person and/or communication made about a person to others.

Fairness

Parties, Bystanders, and Witnesses have a right to fair treatment in the consideration and adjudication of complaints and concerns under this policy. Fair treatment includes the right to:

- bring forward their concerns pursuant to processes within the Policy within a timely manner;
- being informed in a timely manner of Complaints made against them;
- an impartial and objective consideration and evaluation of the circumstances, through informal or formal intervention;
- confidentiality to the extent possible in the circumstances, including the avoidance of gossip, rumours and speculation by Party(ies), Witness(es) or others within the City;
- protection to any Party(ies) or Witness(es) from retaliation for participation in processes under this Policy
- being effectively informed of the outcome of any formal intervention;
- union representation for unionized staff; and
- other representation, for excluded staff.

Confidentiality

All Bystanders, Witnesses, and Parties involved in a Complaint or in the informal/formal resolution of a Complaint, are expected to keep matters related to a Complaint confidential. This includes managers and supervisors who are privy to the Complaint or Complaint resolution process.

An established breach of confidentiality regarding a Complaint or Complaint resolution process shall be considered an independent violation of the Policy (regardless of the merits or conclusions regarding the Complaint) and may result in discipline.

Any allegation or Complaint under this Policy will be considered personal information supplied in confidence for the purpose of Section 22(2) (f) of the *Freedom of Information and Protection Privacy Act*. The names of those involved in the Complaint shall not be disclosed to any person except where necessary for the purpose of fairly investigating and determining the outcome of the complaint.

The substance of investigative reports and the substance of meetings held by those in authority to make decisions in relation to a Complaint, regardless of whether it is substantiated, will be protected from disclosure to third parties in accordance with Section 19 of the *Freedom of Information and Protection Privacy Act*.

Complaint Resolution

Complainants are encouraged to resolve Complaints/concerns with others as soon as they arise using the informal process set out below, unless it is clearly inappropriate in all of the circumstances.

Without limiting its application, the informal resolution process is commonly used in circumstances where the alleged concern/conduct appears to be: (a) non-repetitive (a 'one-off' discussion/interaction); and (b) relatively minor in severity or seriousness, considering its content, potential impact on the individual and/or the safety/health of the overall organization.

Although the Complainant(s) may indicate that he/she prefers the informal process, the City of Vernon may at any time exercise its discretion to initiate a formal process based upon its overall review of the circumstances.

PROCEDURES

Informal Processes

Step 1 – Resolution (Informal Conversation)

Wherever reasonable, the Complainant(s) should address the person with whom he/she is having difficulty (the Respondent(s)) in a direct and discreet (confidential) manner as soon as possible following the incident.

If the Complainant(s) is not comfortable taking this step, or if the Complainant(s) has done so without success, then the Complainant(s) should proceed to the next step.

Step 2 – Resolution (Manager/Designate Involvement)

The Complainant(s) or Bystander(s) should approach his/her manager or director with his/her concerns including particular examples of inappropriate statements or verbal or non-verbal behaviours by the Respondent(s), dates, times, witnesses, and as much detail as possible. This should be done as soon as reasonably possible following the incident/behaviours. The manager or director should contact Human Resources.

If the Complainant(s) or Bystander(s) is uncomfortable approaching any of these individuals, or if the individuals are the Respondent(s) or if the individuals are perceived by the Complainant(s) to be part of the problem, then the Complainant(s) or Bystander(s) can speak to Human Resources.

Human Resources will review the concern and where appropriate should directly or indirectly facilitate a resolution in a manner that it considers most effective and reasonable considering all of the circumstances.

Interventions by managers or directors, Human Resources in Step 2 may include one or more of the following possibilities (or other similar interventions):

- meeting separately with each person involved in the concern to discuss and investigate the situation;
- meeting together with the persons involved to facilitate a discussion aimed at understanding and resolving the issue in a practical, non-punitive manner or mediating a solution that works for all Parties;
- coaching one or more of the Parties (verbally or in writing) on workplace expectations regarding appropriate workplace behavior or performance;
- recommending or applying progressive discipline when warranted i.e. based on the findings and severity of the misconduct found;
- engaging the support of Human Resources to assist with Step 2 processes, or
- engaging an external third party facilitator or mediator to work with the Parties and others involved to achieve a confidential, practical and mutually agreeable

resolution to outstanding concerns without making findings against any Parties (Mediation).

The above noted intervention/preliminary investigation should be completed on or before 30 days after the final interview. The time-lines will be reasonably extended at the request of the lead investigator based on a number of factors, including extenuating circumstances or complexities surrounding a particular investigation/intervention.

If, at the outset of or at any time during the Step 2 process, the individual who receives the reported Complaint/concern concludes that, given the severity of the behaviours alleged in the Complaint, including their potential physical or psychological impact on the Complainant(s) or other employees at the City of Vernon, a formal investigation is warranted, then the matter should be immediately referred to Step 3 of the Policy for investigation and resolution.

Formal Processes

Step 3 – Investigation

The formal process involves an objective investigation of a written Complaint/concern that has been brought forward to Human Resources, the Complaint.

Once the Complaint has been received by the immediate supervisor, manager, or Human Resources representative; the Complainant(s) will be asked to complete a formal Complaint form. This form seeks the following details:

- Complainant(s) name and position;
- name and position(s) of the Respondent(s);
- address or location where the incident occurred;
- detailed summary of all of the specific incidents or examples of behavior that have led to the filing of the Complaint;
- date(s) and time of each incident;
- names of the individual(s) alleged to have engaged in the unacceptable conduct;
- details of the Complaint(s) – that is, the specifics of what was said or done to the Complainant(s) to have triggered the Complaint;
- identity of any potential witnesses;
- impact of the behaviour on the Complainant(s); and
- steps taken, though Steps 1 or 2 of the Policy, to address the Complaint and the outcome of those processes.

The Complainant(s) must sign and date the Complaint and send to the designated individuals set out above by either:

- envelope marked **Confidential**; or

- scanning the signed complaint and sending it via email indicating **Confidential**.

The filing of a formal Complaint does not mean that a formal investigation will automatically be conducted. The manner in which a Complaint is resolved will be determined by the City, following consultation with the Parties, and will depend on a number of factors, including the nature, extent and severity of allegations brought forward by the Complainant(s) and the history of circumstances leading up to the filing of the formal Complaint.

Following this review, the individual(s) who receives the Complaint may take one of the following steps:

- refer the matter back to Step 2 to resolve the matter through informal processes; or
- assign an internal or external Investigator to conduct a formal investigation of the Complaint.

Appointment of Investigator

Factors that the City will consider in determining whether to retain an internal or external investigator may include: the overall complexity of the facts/law related to the Complaint; the Parties to the Complaint, the anticipated length of time necessary to conduct the investigation; the potential severity of the outcome(s) of the investigation in relation to the Respondent(s) should the Complaint be substantiated; and any other relevant circumstances.

Internal investigators shall have sufficient prior experience and/or training in conducting workplace investigations and shall have no previous involvement in the facts/circumstances giving rise to the Complaint.

External investigators shall be appointed by the Director, Human Resources, in consultation with the Chief Administrative Officer (CAO) and at his/her discretion.

Time Limits

The time limit for making a formal complaint is within six (6) months from the date of the last incident. This is consistent with the time limits noted in the BC Human Rights Code.

Interim Measures

It may be necessary to take interim measures, such as transfers/leaves/restrictions on contact or communication while a Complaint is being investigated. Such measures will be precautionary, not disciplinary.

Mediation during the Formal Process

Where appropriate, mediation is available to Parties to try to resolve the Complaint at any point during the process. Any ongoing investigation will be suspended during mediation and will resume if mediation is unsuccessful.

Unless explicitly agreed to by the Parties in writing, the investigator shall not act as the mediator and shall have no communication with the mediator regarding the Complaint at any time.

Withdrawal of a Formal Complaint

At any time during the course of an investigation of a formal Complaint, the Complainant(s) may choose to withdraw his or her Complaint without penalty so long as the Complaint was filed in good faith. In such circumstances, there should be no indication of the complaint in the personnel files of the Complainant(s) or Respondent(s).

The Investigation Process and Role of the Investigator

The investigator will take a reasonable amount of time to conduct the investigation to interview the Parties and relevant Witnesses and obtain and review any potentially relevant documents.

The investigator will prepare a report of investigation outlining his/her findings and conclusions and submit the report to the relevant Human Resources Representative.

The findings and conclusions may relate to both the conduct at issue and the medical/emotional/financial impact of the conduct on those involved.

The investigator may include recommendations in the report of investigation, where applicable and if requested by the City.

The City will advise both the Complainant(s) and Respondent(s) of the findings and conclusions of the investigation and any recommendations related to their conduct, through a written summary of the report. Other Parties involved in the complaint (Witnesses and others) will be advised that the investigation has been concluded (without being provided any further information).

Appeals

Within 15 days of receiving a summary of the report of investigation, either Party(ies) may file an appeal with the City.

The appeal shall be based upon and restricted to, specific concerns related to the investigative process. The appeal shall not constitute an avenue in which to re-investigate the Complaint.

The CAO shall review the report of investigation to evaluate the fairness of the process and has sole discretion to take further action based upon his/her review.

The decision of the CAO is final.

Complaints involving City's Chief Administrative Officer, the Mayor or Members of City Council

External Investigator

Complaints brought under this policy against the Chief Administrative Officer, the Mayor or Members of City Council shall be presented to an external investigator with expertise regarding matters covered under this policy.

The external investigator will be retained by and will report directly to the Mayor and Chief Administrative Officer in cases involving the Members of Council. In cases involving the Mayor, the external investigator will be retained by and will report directly to the Chief Administrative Officer. In cases involving the Chief Administrative Officer, the external investigator will be retained by and will report directly to the Mayor.

Outcomes

General Outcomes

Once the appeal period has expired or the appeal has been concluded, the City will inform the Complainant(s) and Respondent(s) of its final implementation plan based upon the report of investigation.

Part of the implementation plan may include processes similar to those set out in Step 2, in order to help rebuild/repair the relationships.

Outcomes that may be included in the implementation plans include one or more of the following:

- oral and/or written apology from the parties;
- adjustments to the workplace environment;
- coaching of expectations – verbal or in writing;
- medical assessment referrals;
- training;
- transfers to a different department; and/or

- institution of formal discipline and disciplinary processes, up to and including suspension/removal from premises for contractors, visitors and volunteers; and
- mediation.

Discipline in accordance with Corporate Policy may arise if such action is warranted based on the severity of the findings/conclusions of the investigation.

The Complainant(s) and Respondent(s) will only receive information relevant to their role in the final implementation plan; they will not be privy to recommendations related to the other Party(ies).

Outcomes

City management will determine and implement specific consequences and remedies that are reflective of and relevant to the investigative findings/conclusions within a reasonable period of time after receipt of the report of investigation.

Any Party(ies) who disagrees with the nature/extent of action or disciplinary action imposed by the City as a result of the investigation should access the usual grievance/appeal process set out in the relevant collective agreements and City of Vernon policies.

Other Important Points

Malicious/Vexatious/Frivolous Complaints of Misuse of the Policy

In circumstances where a Complaint is found to have been made in bad faith or determined to be vexatious, frivolous or a general misuse of the Policy, the Complainant(s) may face similar outcomes as a Respondent(s) as set out above (ie. Interventions ranging from coaching to formal disciplinary intervention).

This section of the Policy may apply to filed Complaints as well as any circumstances in which individuals repeatedly threaten to file Complaints against others in order to achieve similar ends.

A Complaint, or threatened Complaint, will be deemed to have been made in bad faith when, considering all of the circumstances surrounding the complaint including its timing and context, the Complaint was found to have been made solely in an attempt to:

- influence or overturn decisions related to the Complainant's employment;
- intimidate, threaten or cause trouble to the Respondent(s);
- create a hostile or intimidating workplace environment for others, including the Respondent(s); or

- create a potential personal benefit or entitlement to the Complainant(s).

Misuse of the Policy may include unreasonable, repetitive filing of Complaints or concerns that are consistently found to be unsubstantiated.

In circumstances where a Complaint has been found to be malicious, vexatious or a misuse of the Policy, the Respondent(s) may be awarded the same remedies as those available to Complainant(s) as set out above (interventions ranging from an apology to compensation for established losses).

Unsubstantiated Complaints

If the investigator finds insufficient evidence to support the Complainant's allegations and finds that there has been no misuse of the Policy or bad faith in filing the Complaint, no action will be taken in relation to the complaint. There will be no record of the Complaint on the Respondent's file.

Consequences of Retaliation

Any established retaliation against any Party(ies), Bystander(s) or Witness(es) involved in an informal or formal resolution process shall be considered an independent violation of the Policy (regardless of the merits or outcome of the initial concern or Complaint) and shall result in discipline commensurate with the severity of the conduct.

Multiple Proceedings

This Policy is in addition to and not in substitution for any rights an individual may have to pursue action, whether under collective agreements, policies including any applicable legislation, including human rights legislation.

If at any time a staff member elects to initiate other legal proceedings or if the staff member takes any steps outside of those contemplated in this policy, the City may discontinue any procedures taken under this policy as a result of the Complaint (depending on a consideration of all of the circumstances).

Potentially criminal behaviour such as an assault, significant threats, or attempts at extortion shall be directly referred to the RCMP by the City upon receipt of a Complaint of this nature.



THE CORPORATION OF THE CITY OF VERNON

MINUTES OF ADVISORY PLANNING COMMITTEE MEETING

HELD

TUESDAY, DECEMBER 12, 2017

PRESENT: VOTING

Joanne Georgeson, Chair
Jamie Paterson
Barry Beardsell
Doug Neden
Don Schuster
Monique Hubbs-Michiel
Mark Longworth

NON VOTING

Councillor Cunningham
Councillor Spiers

ABSENT: Ian Murphy
Vicki Topping
Natalie Lussin
Corbin Kelley, Youth Member (non-voting)
Lisa Kongsdorf

STAFF: Craig Broderick, Staff Liaison and Manager, Current Planning
Kim Flick, Director, Community Infrastructure and Development
Services
Ed Stranks, Manager, Engineering Development
Janice Nicol, Legislative Committee Clerk
Karen Savill, Legislative Secretary

ORDER

The Chair called the meeting to order at 4:00 p.m.

**ADOPTION OF
AGENDA**

Moved by Mark Longworth, seconded by Monique Hubbs-Michiel:

THAT the agenda of the Advisory Planning Committee meeting for Tuesday, December 12, 2017 be adopted.

CARRIED.

**ADOPTION OF
MINUTES**

Moved by Doug Neden, seconded by Barry Beardsell;

THAT the minutes for the Advisory Planning Committee meeting of Wednesday, November 29, 2017 be adopted.

CARRIED.

UNFINISHED BUSINESS:

KAL TIRE PLACE

At the last meeting, concerns were brought up regarding resolutions made by the APC at their February 28, 2017 meeting regarding traffic circulation at Kal Tire Place once the addition is completed.

These concerns included Ministry of Transportation and Infrastructure (MoTI) requirements, the Traffic Impact Assessment (TIA), additional parking north of the proposed Kal Tire Place expansion and a third access from Old Kamloops Road.

The Director, Community Infrastructure and Development Services provided an update, the following points were noted:

- Staff completed the TIA - including traffic counts and advisable upgrades associated with an increase of traffic due to expansion, egress requirements and access to Old Kamloops Road.
- This review has been forwarded to the MoTI for review/input/approval.

NEW BUSINESS:

OFFICIAL COMMUNITY PLAN (FLOOR SPACE RATIO) TEXT AMENDMENT

The Advisory Planning Committee reviewed the official community plan text amendment that would provide policy direction for Zoning (RH1 Floor Space Ratio) Text Amendment Bylaw #5661. The Staff Liaison provided an overview. The following points were noted:

- As the calculation of floor space ratio (FSR) over units per acre expands to other zones in the future, there were concerns about the impact to existing developments (loss of view associated with increased density).
- Concern that the FSR change does not coincide with the parking study. Suggestion to consider the FSR amendment in conjunction with the parking study.
- Concern that this is difficult to understand for the average citizen, suggestion to include graphic example calculations of FSR related to different unit sizes
- Concern how the FSR amendment will impact Development Cost Charges (DCC) – a loss of DCC's could be realized if

- there were an increase in the development of units 29m² or less (exempt from DCC's per provincial regulations)
- Suggestion to increase the DCC's for other land uses to compensate for the possible influx of 29m² sized units
 - Suggestion that RH1 zoning be left as is and a new RH1a zone be created for new developments utilizing the proposed FSR calculation.

Moved by Doug Neden, seconded by Monique Hubbs-Michiel;

THAT the Advisory Planning Committee recommends Council support Official Community Plan (Floor Space Ratio) Text Amendment Bylaw #5667, 2017;

AND FURTHER, that the Advisory Planning Committee recommends that Council support consideration of Official Community Plan (Floor Space ratio) Text Amendment Bylaw #5667, 2017 outside of the annual review of Official Community Plan amendments, as it meets the criteria established in the Official Community Plan Amendment Applications Policy;

AND FURTHER, that the Advisory Planning Committee recommends that Council refer the proposed Official Community Plan (Floor Space Ratio) Text Amendment Bylaw #5667, 2017 to the Advisory Planning Committee for consideration and recommendation to Council prior to proceeding to Public Hearing;

AND FURTHER, that the Advisory Planning Committee recommends that Council, having considered providing on or more opportunities it considers appropriate for the subject text amendment, waive the requirement for a public open house pursuant to the Official Community Plan Amendment Applications Policy and Section 475 of the Local Government Act, thereby requiring no further consultation beyond the required Public Hearing;

AND FURTHER, that the Advisory Planning Committee recommends that Council direct Administration to bring forward Official Community Plan (Floor Space Ratio) Text Amendment Bylaw #5667, 2017 to Public Hearing on January 8, 2018 to be held concurrently with Zoning (RH1 Floor Space Ratio) Text Amendment Bylaw #5661, 2017.

CARRIED, with Joanne Georgeson opposed.

Moved by Doug Neden, seconded by Barry Beardsell;

THAT the Advisory Planning Committee recommends that Administration include graphic examples of the floor space ratio calculations of various densities with unit sizing in the material provided for the Public Hearing for the OCP and Zoning Text Amendments.

CARRIED.

**ZONING TEXT (RH1
FLOOR SPACE RATIO)
AMENDMENT**

The Advisory Planning Committee reviewed the zoning text amendment which will add Floor Space Ratio (FSR) as a measure of density to the RH1 – Low Rise Apartment Residential zoning district. See points noted above.

Moved by Doug Neden, seconded by Monique Hubbs-Michiel;

THAT the Advisory Planning Committee recommends Council support the Zoning Text (RH1 Floor Space Ratio) Amendment Bylaw #5661, 2017;

AND FURTHER, that the Advisory Planning Committee recommends that Council direct Administration to bring forward the “Zoning Text (RH1 Floor Space Ratio) Amendment Bylaw #5661, 2017”, for initial readings and scheduling of a public hearing;

AND FURTHER, that the Advisory Planning Committee recommends that Council direct Administration to bring forward an Official Community Plan (OCP) text amendment to support floor space ration (FSR) as a measure of density in residential areas;

AND FURTHER, that the Advisory Planning Committee recommends that Council direct Administration to provide a report to Council with proposed amendments to density bonusing in Zoning Bylaw #5000.

CARRIED, with Joanne Georgeson opposed.

INFORMATION ITEMS:

The Staff Liaison provided an update of APC related items discussed at the December 11, 2017 Council meetings as follows:

- DVP00407 – 2501 18th Avenue - issued once all conditions are satisfied.
- DVP00417 - 1601/1603 Mission Road – issued once all conditions are satisfied.
- DVP00414 – 5705 Heritage Drive – issued once all conditions are satisfied without support of variance to Bella Vista Road. Applicant required to work with staff to arrive at an acceptable standard or construct offsite road upgrade works to Bylaw standards in Bella Vista Road or enter into a Works Contribution Agreement for the upgrade of Bella Vista Road to current Bylaw standards.

Moved by Barry Beardsell, seconded by Doug Neden;

THAT the Advisory Planning Committee requests that staff to advise of the outcome of Bella Vista Road upgrades as it relates to the issuance of DVP00414.

CARRIED.

NEXT MEETING

The next regular meeting of the Advisory Planning Committee is scheduled for Tuesday, January 9th, 2018.

ADJOURNMENT

The meeting of the Advisory Planning Committee adjourned at 5:10 p.m.

CERTIFIED CORRECT:

_____ Chair



THE CORPORATION OF THE CITY OF VERNON REPORT TO COUNCIL

SUBMITTED BY: Roy Nuriel
Economic Development Planner

COUNCIL MEETING: REG COW I/C
COUNCIL MEETING DATE: January 22, 2018
REPORT DATE: January 3, 2018
FILE: DVP00412

SUBJECT: DEVELOPMENT VARIANCE PERMIT APPLICATION FOR 3100 – 32ND AVENUE

PURPOSE:

To review a development variance permit application to develop 3100 – 32nd Avenue. The application is to vary Schedule B of Zoning Bylaw #5000 and Schedule A of Subdivision and Development Servicing Bylaw #3843 in order to expand the existing North Okanagan Youth & Family Services Society (NOYFSS) building.

RECOMMENDATION:

THAT Council not support the development variance permit application to vary Zoning Bylaw #5000, Schedule B, to reduce required right of way for 32nd Avenue from 25.0m to 18.20m in order to expand the existing North Okanagan Youth & Family Services Society (NOYFSS) building on Lots 15 and part of 16, Blk 59, Plan 327, Sec 34, Twp 9, ODYD (3100 – 32nd Avenue);

AND FURTHER, that Council support a variance to the Zoning Bylaw #5000, Schedule B, to reduce required right of way for 32nd Avenue from 25.0m to 21.0m in order to expand the existing North Okanagan Youth & Family Services Society (NOYFSS) building on Lots 15 and part of 16, Blk 59, Plan 327, Sec 34, Twp 9, ODYD (3100 – 32nd Avenue);

AND FURTHER, that Council support a variance to the Zoning Bylaw #5000, Schedule B, to reduce required right of way for 31st Street from 18.5m to 15.24m on Lots 15 and part of 16, Blk 59, Plan 327, Sec 34, Twp 9, ODYD (3100 – 32nd Avenue);

AND FURTHER, that Council support a variance to the Subdivision and Development Servicing Bylaw #3843, Schedule A, to waive the requirement for offsite road works in 32nd Avenue and 31st Street adjacent to Lots 15 and part of 16, Blk 59, Plan 327, Sec 34, Twp 9, ODYD (3100 – 32nd Avenue);

AND FURTHER, that Council support of DVP00412 is subject to the following:

- a) The owner is to dedicate road right-of-way widening of approximately 1.35m on Lots 15 and part of 16, Blk 59, Plan 327, Sec 34, Twp 9, ODYD along the 32nd Avenue;
- b) The owner is to dedicate a 2.0m by 2.0m corner cut-off at the northeast corner of the property;
- c) The owner is to remove the existing access off 31st Street;
- d) That Lots 15 and part of 16, Blk 59, Plan 327, Sec 34, Twp 9, ODYD be consolidated prior to the issuance of the occupancy permit; and
- e) That the site, floor and elevation plans noted as Attachments 1 to 4 inclusive in the report titled "Development Variance Permit Application for 3100 – 32nd Avenue" dated January 3, 2018 by the Economic Development Planner be revised per Council's conditions and attached to and form part of DVP00412 as Schedule 'A'.

ALTERNATIVES & IMPLICATIONS:

1. THAT Council support the development variance permit application to vary Zoning Bylaw #5000, Schedule B, to reduce required right of way for 32nd Avenue from 25.0m to 18.20m in order to expand the existing North Okanagan Youth & Family Services Society (NOYFSS) building on Lots 15 and part of 16, Blk 59, Plan 327, Sec 34, Twp 9, ODYD (3100 – 32nd Avenue);

AND FURTHER, that Council support a variance to the Zoning Bylaw #5000, Schedule B, to reduce required right of way for 31st Street from 18.5m to 15.24m on Lots 15 and part of 16, Blk 59, Plan 327, Sec 34, Twp 9, ODYD (3100 – 32nd Avenue);

AND FURTHER, that Council support a variance to the Subdivision and Development Servicing Bylaw #3843, Schedule A, to waive the requirement for offsite road works in 32nd Avenue and 31st Street adjacent to Lots 15 and part of 16, Blk 59, Plan 327, Sec 34, Twp 9, ODYD (3100 – 32nd Avenue);

AND FURTHER, that Council support of DVP00412 is subject to the following:

- a) The owner is to dedicate a 2.0m by 2.0m corner cut-off at the northeast corner of the property;
- b) The owner is to remove the existing access off 31st Street;
- c) That Lots 15 and part of 16, Blk 59, Plan 327, Sec 34, Twp 9, ODYD be consolidated prior to the issuance of the occupancy permit;
- d) *To be cited by Council; and*
- e) That the site, floor and elevation plans noted as Attachments 1 to 4 inclusive in the report titled "Development Variance Permit Application for 3100 – 32nd Avenue" dated January 3, 2018 by the Economic Development Planner be revised per Council's conditions and attached to and form part of DVP00412 as Schedule 'A'.

Note: This alternative supports the development variance application as requested by the applicant, subject to the conditions cited by Council. This alternative would result in no additional setback for the proposed building addition adjacent to 32nd Avenue which will limit the ability for the City to widen vehicle and pedestrian works in 32nd Avenue in future and significantly reduce existing sightlines at the intersection of 32nd Avenue and 31st Street now and in future.

2. THAT Council not support the development variance permit application to vary Zoning Bylaw #5000, Schedule B, to reduce required right of way for 32nd Avenue from 25.0m to 18.20m in order to expand the existing North Okanagan Youth & Family Services Society (NOYFSS) building on Lots 15 and part of 16, Blk 59, Plan 327, Sec 34, Twp 9, ODYD (3100 – 32nd Avenue);

AND FURTHER, that Council not support a variance to the Zoning Bylaw #5000, Schedule B, to reduce required right of way for 31st Street from 18.5m to 15.24m on Lots 15 and part of 16, Blk 59, Plan 327, Sec 34, Twp 9, ODYD (3100 – 32nd Avenue);

AND FURTHER, that Council not support a variance to the Subdivision and Development Servicing Bylaw #3843, Schedule A, to waive the requirement for offsite road works in 32nd Avenue and 31st Street adjacent to Lots 15 and part of 16, Blk 59, Plan 327, Sec 34, Twp 9, ODYD (3100 – 32nd Avenue);

Note: This alternative does not support the development variance application. The owner would have to develop the property in accordance with the current bylaws. The applicant has indicated that a successful grant application to fund NOYFSS's expansion project is pending. Should Council choose not to support the application, the grant would be ceased.

5. Subdivision and Development Servicing Bylaw (SDSB) #3843, Schedule A requires a pavement width of 15.5m and a 2m sidewalk on both sides for 32nd Avenue. A pavement width of 12m and a 1.5m wide sidewalk on both sides for 31st Street is required in the SDSB #3843, Schedule A. Based on ITF lane widths and the existing pavement and sidewalk widths in both roads, Administration supports a variance to SDSB #3843, Schedule A to waive the required upgrades to both roads. It is noted that the sidewalk in 32nd Avenue adjacent to this site is less than the bylaw minimum of 2.0m, however requiring an upgrade to or a Works Contribution Agreement for the small section adjacent to this lot is impractical at this time as part of this specific development application. Approval for redevelopment of the whole property (Lots 15-20) would be contingent upon an upgrade of the offsite works in 32nd Avenue.
6. Should Council support DVP00412, Administration recommends that the following conditions be required as part of DVP approval:
 - a) That a 2.0m by 2.0m corner cut-off road dedication at the northwest corner of the property at 31st Street and 32nd Avenue be required for a sight triangle and accessible sidewalk ramps;
 - b) That the existing access along 31st Street be removed, as the subject property has a direct access by a lane; and
 - c) That Lots 15-20, Blk 59, Plan 327, Sec 34, Twp 9, ODYD be consolidated prior to the issuance of the occupancy permit, so that the building be encompassed on one lot.
 - d) That the site, floor and elevation plans noted as Attachments 1 to 4 be revised as per Council's conditions and attached to and form part of DVP00412 as Schedule 'A'.



Figure 2 – Existing Building at 3100 – 32nd Avenue

C. Attachments:

- Attachment 1 – Site plan
- Attachment 2 – Main floor plan
- Attachment 3 – Elevation plan
- Attachment 4 – Coloured East Elevation

D. Council's Strategic Plan 2015 – 2018 Goals/Deliverables:

The subject application involves the following objective in Council's Strategic Plan 2015 – 2018:

- Support sustainable neighbourhoods by implementing neighbourhood plans and the OCP.

E. Relevant Policy/Bylaws/Resolutions:

1. The subject property is designated Mixed Use – High Density Commercial and Residential on the land use map in the Official Community Plan.
2. The proposed project conforms to the land use designation and associated policies in the Official Community Plan and City Centre Neighbourhood Plan.
3. The Local Government Act provides Council with the authority to vary local bylaws based on site specific considerations. The granting of such variances does not set a precedent within the community for future variances to be based upon, as each variance application must be evaluated on its own merit and potential implications to the whole community and the specific neighbourhood.

BUDGET/RESOURCE IMPLICATIONS:

N/A

Prepared by:

Approved for submission to Council:

X

Signer 1

Will Pearce, CAO

Roy Nuriel
Economic Development Planner

Date: _____

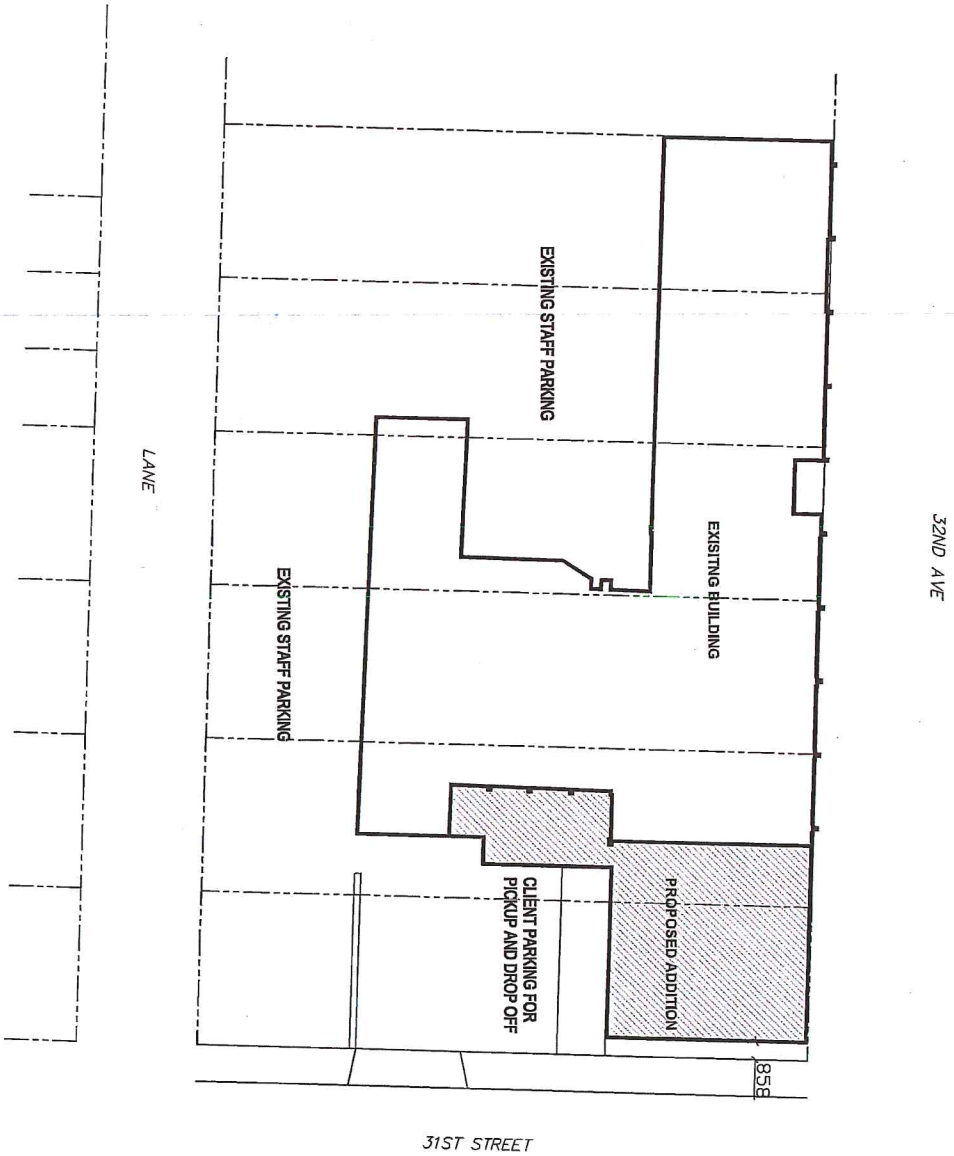
X

Signer 1

Kim Flick
Director, Community Infrastructure and Development

REVIEWED WITH

- | | | |
|---|---|--|
| <input type="checkbox"/> Corporate Services | <input type="checkbox"/> Operations | <input checked="" type="checkbox"/> Current Planning |
| <input type="checkbox"/> Bylaw Compliance | <input type="checkbox"/> Public Works/Airport | <input type="checkbox"/> Long Range Planning & Sustainability |
| <input type="checkbox"/> Real Estate | <input type="checkbox"/> Facilities | <input type="checkbox"/> Building & Licensing |
| <input type="checkbox"/> RCMP | <input type="checkbox"/> Utilities | <input checked="" type="checkbox"/> Engineering Development Services |
| <input type="checkbox"/> Fire & Rescue Services | <input type="checkbox"/> Recreation Services | <input type="checkbox"/> Infrastructure Management |
| <input type="checkbox"/> Human Resources | <input type="checkbox"/> Parks | <input checked="" type="checkbox"/> Transportation |
| <input type="checkbox"/> Financial Services | | <input type="checkbox"/> Economic Development & Tourism |
| <input checked="" type="checkbox"/> COMMITTEE: APC (Jan.9/18) | | |
| <input type="checkbox"/> OTHER: | | |



CONSULTANT

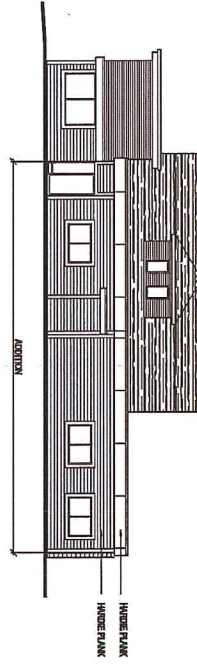
DATE	REVISION
1	ISSUE FOR PERMITTING

NOYFESS
 3100 - 32nd AVENUE
 VERNON, A.C.

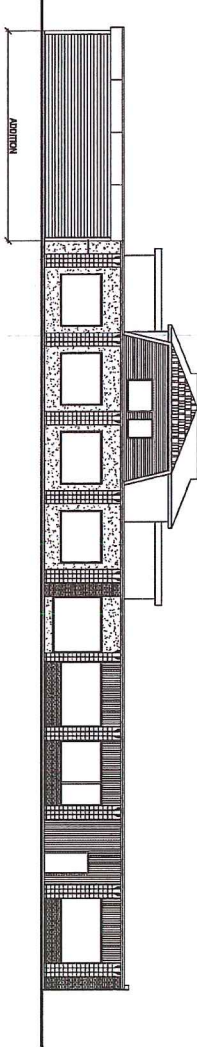
**DEMOLITION
 FLOOR PLAN**

DATE:	JUNE 26, 2017
OWNER:	NOYFESS
SCALE:	1/8" = 1'-0"
DRAWING NO:	A1.1

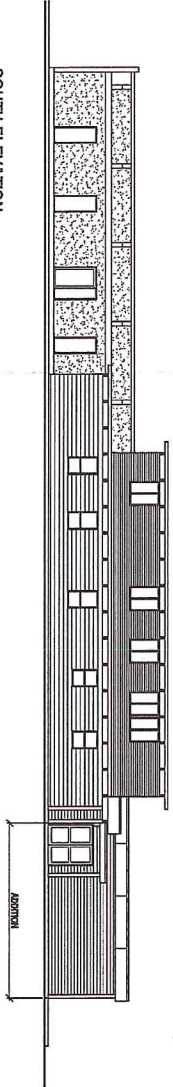
Attachment 3



EAST ELEVATION
SCALE: 3/8"=1'-0"



NORTH ELEVATION
SCALE: 3/8"=1'-0"



SOUTH ELEVATION
SCALE: 3/8"=1'-0"



CONSULTANT

DATE	REVISION
1	2017

NOYFSS
3100 - 32nd AVENUE
VERNON, B.C.
ELEVATIONS

DATE:	JUNE 22, 2017
DRAWN BY:	NS
CHECKED BY:	NS
SCALE:	1/8" = 1'-0"
SHEET NO.:	
SHEET TOTAL:	

A3.1

EAST ELEVATION



NOTE

Planning Workshops for McMechan Lands – January 9, 2018

Background

The McMechan Reservoir site located at 901 39th Avenue (approximately 22.7 acres) offers a tremendous opportunity to create a modern, compact residential neighbourhood that fulfills numerous policies in the OCP - a neighbourhood built using alternative development standards, having ample park space and trails, and providing smaller housing options, currently in short supply in Vernon, close to existing services and amenities. The following planning synopsis is provided for information and feedback purposes. Any development approvals affecting density and use of the land, and the provision of amenities, such as parkland and housing agreements, would be reviewed and considered in detail by applicable Council Committees and Council at a later date once formal development proposals and applications are received.



The majority of the McMechan Reservoir site was used as open air water reservoir cells until it was decommissioned in 2006. One existing below-ground reservoir remains active on the site and land for a future cell is protected. Once the existing water reservoir and additional area for future infrastructure are subdivided off, approximately 20 acres of developable land remains. Since the reservoir lands were decommissioned, the City has explored a variety of ways to prepare the site for sale and development, all of which required the City to make a significant investment.

The City was approached in April 2017 by the developer regarding the McMechan lands and has since entered into a sales agreement with Vernon Reservoir Developments Ltd. for the lands for just under \$6.5

million. The sale to Vernon Reservoir Developments Ltd. will require the developer to apply to rezone the land (currently zoned P4 - Utilities) and obtain a Phased Development Agreement. The Phased Development Agreement aims to articulate, and provide guarantees for, a shared vision between the City and the developer of what development will be permitted and what amenities will be provided in the neighbourhood. The developer will undertake all of the engineering, planning and site preparation necessary for development. Vernon Reservoir Developments Ltd. has engaged BlueGreen Architecture for neighbourhood planning and



architectural form and character. BlueGreen has previous experience in Vernon, being the team responsible for the design of The Outback.

Administration has been working with the potential developer and their team of professional engineers and architects to explore development options guided by the Official Community Plan (OCP) Small Lot Residential land use designation and applicable policies.

Housing Types

Housing types encouraged under this OCP designation include small lot single-family homes, semi-detached, duplex and row housing with fee simple ownership being preferred and encouraged over strata ownership. These housing types are known as ground oriented housing, where each unit has its own separate entrance from ground level and can appeal to a diversity of potential buyers. To provide rental opportunities, mortgage helpers and unit type diversity, secondary uses such as secondary suites, carriage houses, laneway houses and garden suites are also being explored. A small commercial node is also being considered to provide small scale neighbourhood commercial services and potentially a daycare facility.

Standard single family homes in Vernon are no longer achievable for many residents because of aggressively increasing house prices and low to moderate income growth. The trend toward smaller homes is growing, as are smaller households for environmental and economic reasons, and more small lot homes are needed to meet the demand in Vernon. This type of development is also less vulnerable to market forces because it is more accessible to a larger audience. Attainable housing units are also being explored to be integrated into the development.



Non-Market Units

A commitment of a minimum of 10% attainable ownership units is one of the goals for the development. The proposed model for these units is that they would sell below market with a housing agreement to ensure they are perpetually non-market units. The below market units would be a mix of housing types and spread throughout the development. Should the proposal proceed and Council be interested in pursuing attainable housing options for this development, Social Planning Council, the Affordable Housing Advisory Committee and the Vernon Land Trust would be engaged to develop these opportunities further. The details of the proposed housing program would be developed during the rezoning process and facilitated through a Phased Development Agreement.

Form and Character

The design of a neighbourhood and the architecture of its buildings impact how people feel about the neighbourhood. They affect resident and visitor behavior, community pride, transportation choices and perceived safety. Architectural design could be encouraged to provide a variety of contemporary building styles, materials and colours that would complement one another but avoid a theme or any one style of architecture. Roof lines should vary and provide visual interest while having consistent heights. Street rhythm should be created by massing, setbacks and unit widths and placement. How houses integrate to the street is important for neighbourhood feel. For example, front porches and small front yard setbacks make a street more appealing by being designed more for people, than for cars. People tend to interact more with neighbours where front porches are present and neighbourhood safety is improved through “natural surveillance”. Landscaping of the site should be incorporated into the subdivision design and trees could be planted within future residential lots. This will provide greenery without increasing long term operational maintenance costs. The design details would be explored further during the rezoning process.



Infrastructure and Parks

Infrastructure design could incorporate alternative development standards to support and be consistent with the Sustainable Infrastructure Investment Plan, the Integrated Transportation Framework and the Transportation Master Plan. Narrower paved surfaces, lanes for rear vehicle access, separated walking paths, and multimodal transportation design, with less focus on the vehicle as a prominent design factor could be explored. Garages could be accessed from the rear of properties. Shared driveway accesses are encouraged to minimize interruptions in pedestrian flows. Mutrie Road would also need to be widened and upgraded as part of the proposed development.

Integrated stormwater management could be incorporated into the drainage design and integrated with the park. Strong connections to a neighbourhood park from the homes and surrounding development are desirable. Trail connections are to be provided through the site north/south and east/west and connect people to the Mutrie Dog Park. The potential developer has agreed to provide, at minimum, 2 acres of parkland dedication which is roughly double what is required through the subdivision process.

Development Process

As per the sales agreement, it is expected that a rezoning application be prepared for a Comprehensive Development (CD) zone. During the rezoning process, a Phased Development Agreement would be prepared to provide surety to the developer that an adopted CD zone would remain in place for 15 years, as would the use and density of the land and potential variations to servicing standards. The agreement would also provide the City with a guarantee that the agreed upon amenities, such as increased parkland dedication and attainable housing provisions, would be provided in the development. The agreement would run with the land and ensure that, should the land change ownership in the future for any reason, the agreed upon performance measures are committed to, and consistent with, the development approved for the site through rezoning and consistent with the OCP.

Public Participation (P2) Process

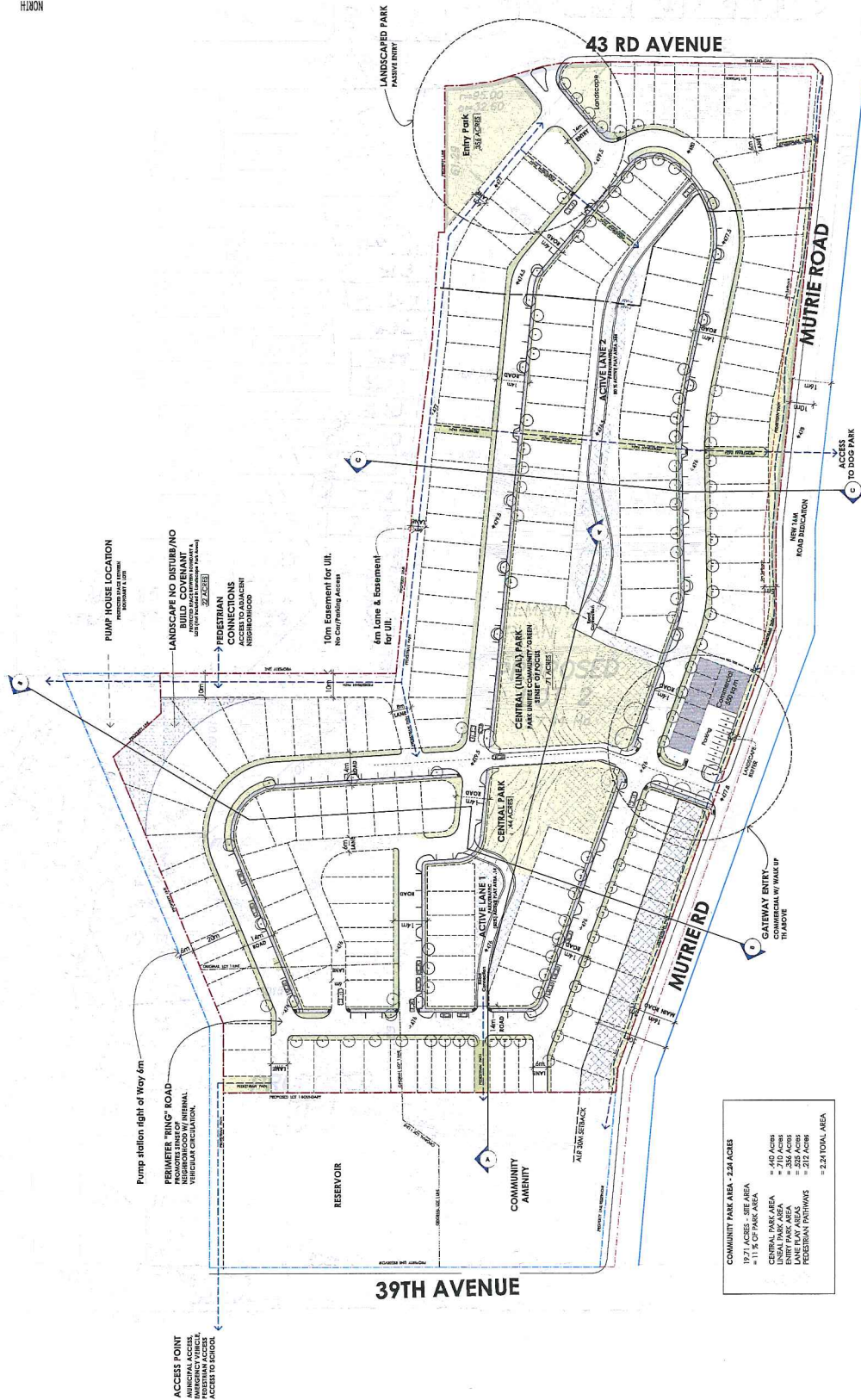
Workshops are being planned early in the neighbourhood planning process with the Advisory Planning Committee and the Affordable Housing Committee, both for information purposes and to gain input. In addition, a Public Participation process would inform the public of the project and consult to gain input regarding the vision, design, housing types and density proposed for the site. This process is expected to occur in January and February of 2018.

Conclusions

The above noted ideas are based on best planning, engineering and transportation practices in neighbourhood design and are guided by the OCP. The proposed development would engage the public and be reviewed comprehensively by Council through interim reporting, the rezoning process and through the creation of the Phased Development Agreement.

Attached for discussion:

1. Preliminary Concept Site Plan
2. Active Laneway Details



DATE: 2018.01.03
 ISSUED FOR: P.O.S.A.
 PROJECT: 17659

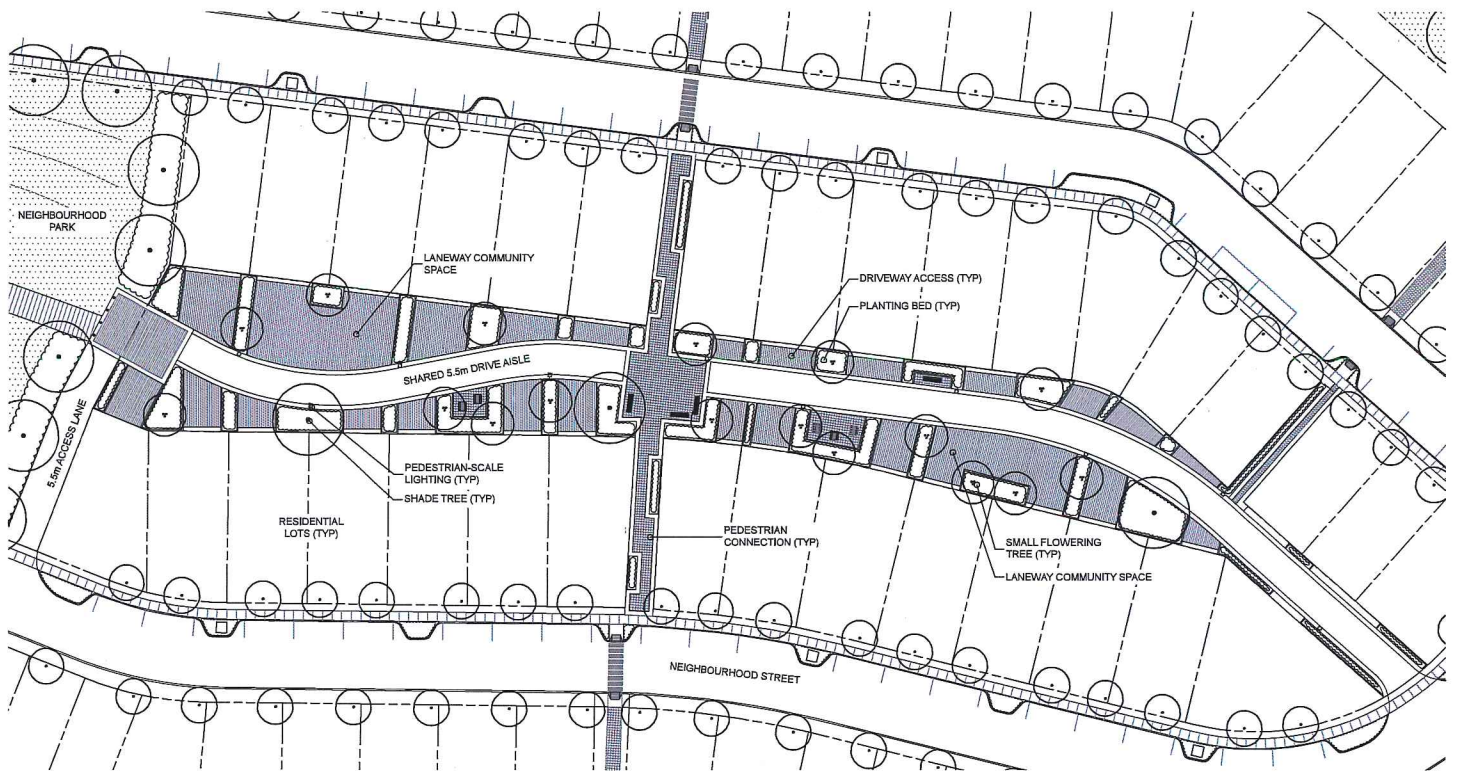
Preliminary Subdivision Layout
 Overall Site Access

McMechan Reservoir Neighbourhood
 Varnon, BC

BLUEGREEN ARCHITECTURE INC.
 1771 18th Street, Varnon, BC V0V 1V0
 Tel: 250-969-3333
 Fax: 250-969-3334
 Email: info@bluegreenarch.com



A1.0



L4 ACTIVE LANEWAY PLAN

McMECHAN RESERVOIR NEIGHBOURHOOD | VERNON, BC | PRELIMINARY LANDSCAPE CONCEPT

ISSUED FOR REZONING APPLICATION JANUARY 3, 2018





CURBLESS & UNIFIED PAVING



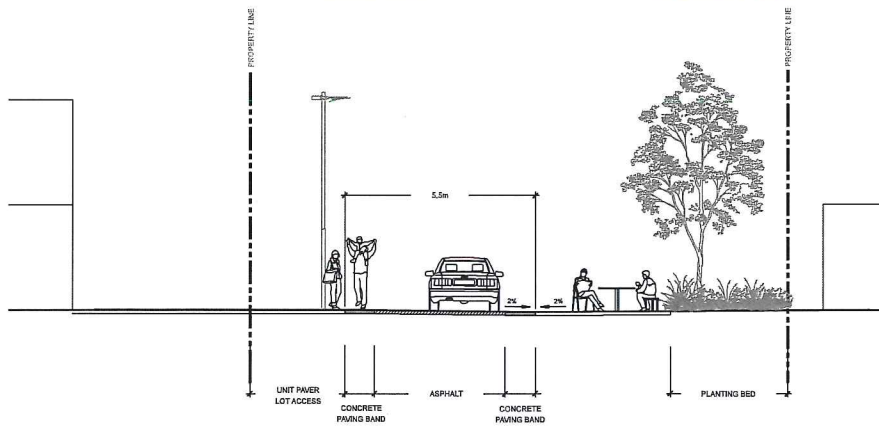
LANEWAY PAVING



USE OF PLANTS & SEATING



ACTIVE LANEWAY



1 TYPICAL ACTIVE LANEWAY SECTION
L5 SCALE 1:100



PEDESTRIAN-SCALE LIGHTING



LANEWAY PLAY

L5 ACTIVE LANEWAY TYPICAL SECTION & PRECEDENTS

McMECHAN RESERVOIR NEIGHBOURHOOD | VERNON, BC | PRELIMINARY LANDSCAPE CONCEPT

ISSUED FOR REZONING APPLICATION JANUARY 3, 2018

0 1 2 4m 1:100

