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## CITY OF KELOWNA

# MEMORANDUM

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**Date:** November 27, 2017  
**File No.:** Z17-0106  
**To:** Urban Planning (KB)  
**From:** Development Engineering Manager (JK)  
**Subject:** 621 Glenmore road Zone: A1 to RU6

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The Development Engineering Department has the following comments and requirements associated with this application. The road and utility upgrading requirements outlined in this report will be a requirement of this development. All servicing and Road requirements will be address in S17-0110.

The Development Engineering Technologist for this project is Ryan O'Sullivan

### 1. Domestic Water and Fire Protection

- (a) The property is located within the Glenmore Ellison Irrigation District (GEID) service area. The water system must be capable of supplying domestic and fire flow demands of the project in accordance with the Subdivision, Development & Servicing Bylaw. The developer (City of Kelowna) is responsible, if necessary, to arrange with GEID staff for any service improvements and the decommissioning of existing services. Only one water service will be permitted to a consolidated lot.
- (b) A water meter is mandatory for each property and must be installed inside the building on the water service inlet as required by the City Plumbing Regulation and Water Regulation bylaws. The developer or building contractor must purchase the meter from the City at the time of application for a building permit from the Inspection Services Department, and prepare the meter setter at his cost. Boulevard landscaping, complete with underground irrigation system, must be integrated with the on-site irrigation system.
- (c) Boulevard landscape irrigation system, must be integrated with the on-site irrigation system.

### 2. Sanitary Sewer

The developer's consulting mechanical engineer will determine the development requirements of the proposed development and establish the service needs. The proposed lot is not serviced. Only one service per lot will be permitted for this development. If required, the applicant will arrange for the installation of the new service at the applicants cost.

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**3. Storm Drainage**

The developer must engage a consulting civil engineer to provide a storm water management plan for the site, which meets the requirements of the Subdivision, Development and Servicing Bylaw No. 7900. The storm water management plan must also include provision of lot grading plan, minimum basement elevation (MBE), if applicable, and provision of a storm drainage service for the development and / or recommendations for onsite drainage containment and disposal systems.

**4. Road Improvements and Dedication**

- (a) All road requirements will be addressed in S17-0110.

**5. Electric Power and Telecommunication Services**

The electrical and telecommunication services to this building must be installed in an underground duct system, and the building must be connected by an underground service. It is the developer's responsibility to make a servicing application with the respective electric power, telephone and cable transmission companies to arrange for these services, which would be at the applicant's cost.

**6. Design and Construction**

- (b) Design, construction supervision and inspection of all off-site civil works and site servicing must be performed by a Consulting Civil Engineer and all such work is subject to the approval of the City Engineer. Drawings must conform to City standards and requirements.
- (c) Engineering drawing submissions are to be in accordance with the City's "Engineering Drawing Submission Requirements" Policy. Please note the number of sets and drawings required for submissions.
- (d) Quality Control and Assurance Plans must be provided in accordance with the Subdivision, Development & Servicing Bylaw No. 7900 (refer to Part 5 and Schedule 3).
- (e) A "Consulting Engineering Confirmation Letter" (City document 'C') must be completed prior to submission of any designs.
- (f) Before any construction related to the requirements of this subdivision application commences, design drawings prepared by a professional engineer must be submitted to the City's Development Engineering Department. The design drawings must first be "Issued for Construction" by the City Engineer. On examination of design drawings, it may be determined that rights-of-way are required for current or future needs.

**7. Servicing Agreements for Works and Services**

- (a) A Servicing Agreement is required for all offsite works and services on City lands in accordance with the Subdivision, Development & Servicing Bylaw No. 7900. The applicant's Engineer, prior to preparation of Servicing Agreements, must provide adequate drawings and estimates for the required works. The Servicing Agreement must be in the form as described in Schedule 2 of the bylaw.
- (b) Part 3, "Security for Works and Services", of the Bylaw, describes the Bonding and Insurance requirements of the Owner. The liability limit is not to be less than

\$5,000,000 and the City is to be named on the insurance policy as an additional insured.

**8. Other Engineering Comments**

- (a) Provide all necessary Statutory Rights-of-Way for any utility corridors required, including those on proposed or existing City Lands.
- (b) If any road dedication affects lands encumbered by a Utility right-of-way (such as Terasen, etc.) please obtain the approval of the utility prior to application for final subdivision approval. Any works required by the utility as a consequence of the road dedication must be incorporated in the construction drawings submitted to the City's Development Manager.

**9. Development Permit and Site Related Issues**

- (a) Access and Manoeuvrability
  - (i) An MSU standard size vehicle must be able to manoeuvre onto and off the site without requiring a reverse movement onto public roadways. If the development plan intends to accommodate larger vehicles movements should also be illustrated on the site plan.
  - (ii) Perimeter access must comply with the BC Building Code. Fire Truck access designs and proposed hydrant locations will be reviewed by the Fire Protection Officer.



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James Kay, MS, P.Eng,  
Development Engineering Manager

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## Letter of Rationale

### 621 Glenmore Rd. Rezoning to RU6

To: City of Kelowna staff and Councilors;

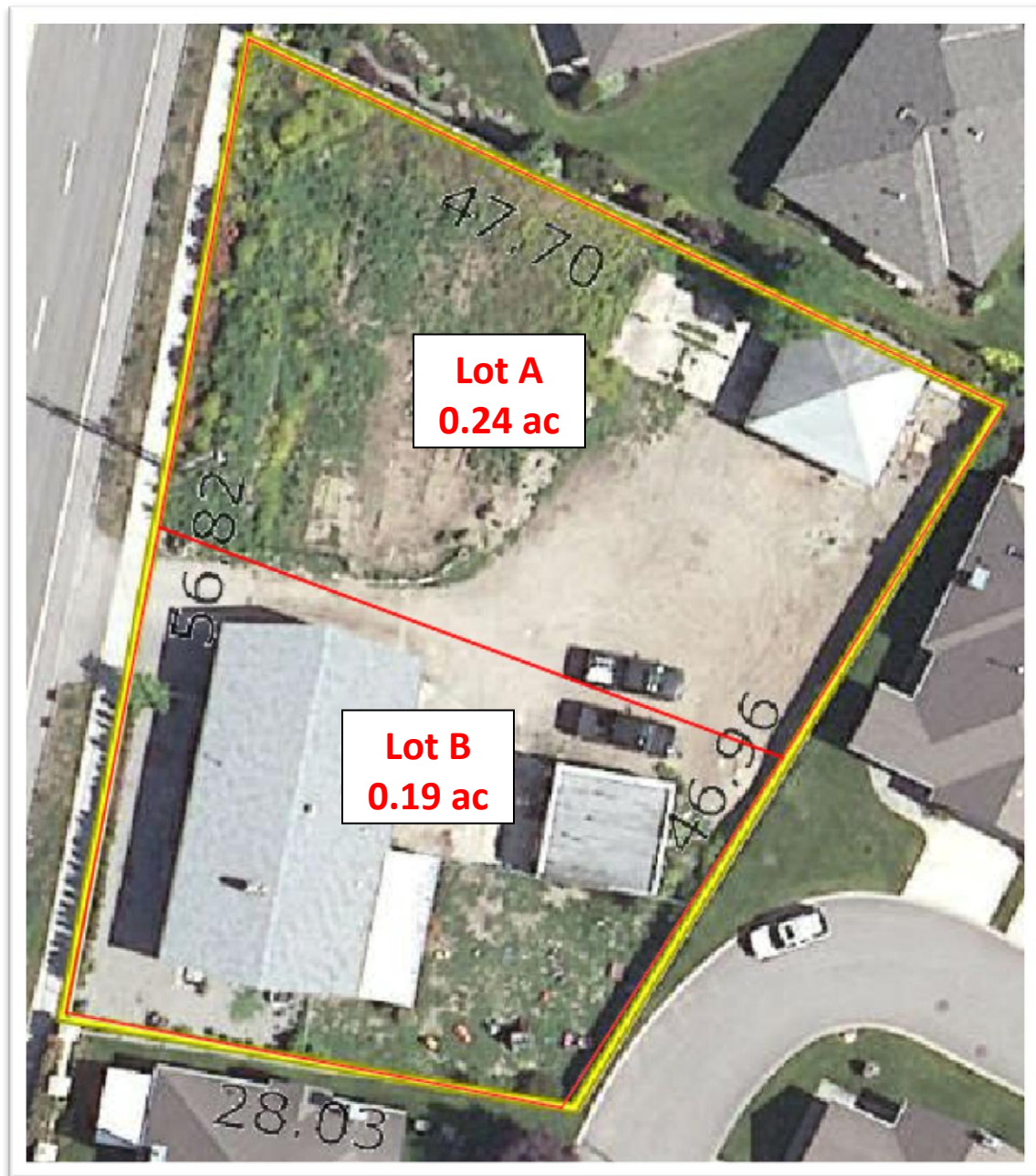
We, Mandana Ghanyei and Mehdi Tehrani, the owners of 621 Glenmore Rd, Kelowna, BC, V1V 2H4 wish to apply to rezone the subject property from A1 to RU6. In addition, upon rezoning, the subject property meets the subdividing requirement and we would like to subdivide the property in to two lots.



**Figure 1 Plan view of the 621 Glenmore Rd property and surrounding neighbors**

Figure 1 shows the aerial photo of the subject property and the surrounding neighborhood. The lot size is 0.43 acre and there is an existing single family house on the south west of the lot. Based on current OCP, the future land use of the lot is proposed as S2RES which allows to build two detached single family houses.

Figure 2 presents the proposed subdividing which divides the lot in to Lot A (0.24ac) and Lot B (0.19ac). Since there is only one access from Glenmore Rd to the existing lot, an easement will be required to be registered at the common property line between Lot A and B.



**Figure 2 Lot dimensions and proposed subdividing line**

The ultimate goal is to build two detached single family dwelling houses on Lot A similar to the surrounding houses style, and keep the existing house and detached garage on Lot B and match

the exterior of the house with the new ones. The two new houses on Lot A will be stratified and will share a court yard between them.

Kind Regards,  
Mandana Ghanyei, EIT  
Mehdi Tehrani, P.Eng.

Enclosed:

- Lot layout drawing
- Property photos
- Application form
- Authorization form



