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Rezoning Application Rational  
**540 Cawston Street Kelowna BC**

**Purpose:**

To rezone the subject property from C2 – Neighbourhood Commercial  
to C7 – Central Business Commercial

540 Cawston Holding's Ltd. owns and leases the premise at 540 Cawston Ave.  
Currently there are 2 tenants in the building, One been "Get in the Loop", and the 2<sup>nd</sup>  
been Arrowleaf Schools.

Some background on this application will show that we had intended to do a addition to  
the existing building but found out late in the game that there would be a change  
required to parking lot access and thus our parking capacity would be reduced from 15  
(current) to 9 stalls with this change. The addition was cancelled as it was no longer  
feasible with the limited parking.

The purpose of the rezoning is to ensure the appropriate land use is in place to support  
the Arrowleaf Programs planned for this location. This zoning designation is required for  
them to conduct the type of educational facility they intend to and for this reason we as  
property owners are going through the process (with a significant impact on our parking  
capacity) in order to secure a long term lease from the tenant. The nature of their  
business does not have significant parking requirements as students are dropped off in  
the am and picked up in the afternoon.

You can find more information about Arrowleaf here:

[www.arrowleaf.ca](http://www.arrowleaf.ca)

At this point in time there is no physical changes planned for the building other than as  
part of our rezoning requirement, the City is requesting that we eliminate the access  
onto Cawston from the existing parking lot. This will mean some minor remediation to  
Curb let down and sidewalk adjustments. The intent of this is to eliminate motor vehicle  
passing over the pedestrian multi –model pathway. The parking lot will now be  
accessed only from the laneway to the west.

Please feel free to contact me at 778 484 7077 ext 204

Sincerely,

Kevin Edgecombe  
per/ 540 Cawston Holdings Ltd.

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## CITY OF KELOWNA MEMORANDUM

**ATTACHMENT A**

This forms part of application  
# Z18-0087

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AC

City of  
**Kelowna**  
COMMUNITY PLANNING



**Date:** July 27, 2018  
**File No.:** Z18-0087  
**To:** Community Planning (AC)  
**From:** Development Engineering Manager (JK)  
**Subject:** 540 Cawston Avenue

C2 to C7

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Development Engineering has the following requirements associated with this application. The road and utility upgrading requirements outlined in this report will be a requirement of this development.

The Development Engineering Technologist for this project is Jason Angus

.1) Domestic Water and Fire Protection

- a) The development site is presently serviced with one (1) 19mm water services. The developer's consulting mechanical engineer will determine the domestic, fire protection requirements of this proposed development and establish hydrant requirements and service needs. Only one service will be permitted for this development.

.2) Sanitary Sewer

- a) The development site is presently serviced with one (1) 100mm diameter sanitary sewer services. Only one service will be permitted for this development. The developer's consulting civil/mechanical engineer will determine sanitary sizing for this development. The applicant, at his cost, will arrange for the removal of the existing services and and the installation of one new larger service.

.3) Storm Drainage

- a) The developer must engage a consulting civil engineer to provide a storm water management plan for these sites which meets the requirements of the City Subdivision Development and Servicing Bylaw 7900. The storm water management plan must also include provision of lot grading plans, minimum basement elevations (MBE), if applicable, and provision of a storm drainage service and recommendations for onsite drainage containment and disposal systems.
- b) The development site is presently serviced with one (1) 150mm storm services. Only one service will be permitted for this development. The applicant, at his cost, will arrange the installation of one overflow service. The estimated cost of this construction is included in the road improvements.



Z18-0087

**.4) Road Improvements**

- a) St. Paul Street fronting this development has already been upgraded to an urban standard.
- b) Cawston Ave fronting this development has already been upgraded to an urban standard. Decommissioning of the south driveway off Cawston Avenue will be required c/w restoration to the curb & gutter, boulevard, street trees, and multi-path sidewalk.
- c) Lane fronting this development must be upgraded to SS-R2 standard to include road fillet and relocation or adjustment of existing utility appurtenances if required to accommodate the upgrading construction.

**.5) Road Dedication and Subdivision Requirements**

By registered plan to provide the following:

- a) The subjected property must dedicate roughly 0.8m off the lane frontage to achieve the required 7.6m commercial lane (SS-R2).
- b) Grant statutory rights-of-way if required for utility services.

**.6) Development Permit and Site Related Issues**

- a) Site access to the development will be off the lane.
- b) Driveway access is permitted from the lane per bylaw

**.7) Electric Power and Telecommunication Services**

- a) All proposed distribution and service connections are to be installed underground. Existing distribution and service connections, on that portion of a road immediately adjacent to the site, are to be protected and remain underground as this site is located within the City Centre urban town centre.
- b) Make servicing applications to the respective Power and Telecommunication utility companies. The utility companies are required to obtain the City's approval before commencing construction.

**.8) Engineering**

Road and utility construction design, construction supervision, and quality control supervision of all off-site and site services including on-site ground recharge drainage collection and disposal systems, must be performed by an approved consulting civil engineer. Designs must be submitted to the City Engineering Department for review and marked "issued for construction" by the City Engineer before construction may begin.

**.9) Design and Construction**

- a) 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.
- b) 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.



Z18-0087

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- c) 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).
- d) A "Consulting Engineering Confirmation Letter" (City document 'C') must be completed prior to submission of any designs.
- e) 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 Works & Utilities 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.

## .10) Servicing Agreements for Works and Services

- a) A Servicing Agreement is required for all 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

## .11) Survey Monuments and Iron Pins

If any legal survey monuments or property iron pins are removed or disturbed during construction, the developer will be invoiced a flat sum of \$1,200.00 per incident to cover the cost of replacement and legal registration. Security bonding will not be released until restitution is made.

## .12) Administration Charge

An administration charge will be assessed for processing of this application, review and approval of engineering designs and construction inspection. The administration charge is calculated as (3.5% of Total Off-Site Construction Cost plus GST).

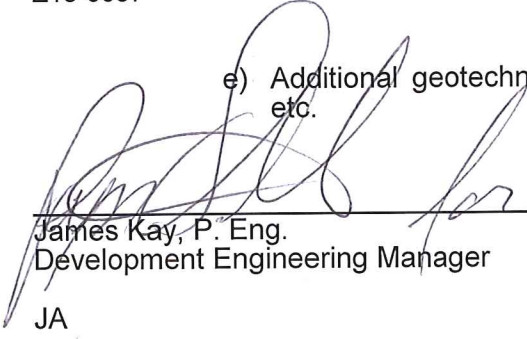
## .13) Geotechnical Report

As a requirement of this application the owner must provide a geotechnical report prepared by a Professional Engineer qualified in the field of hydro-geotechnical survey to address the following:

- a) Area ground water characteristics.
- b) Site suitability for development, unstable soils, etc.
- c) Drill and / or excavate test holes on the site and install piezometers if necessary. Log test hole data to identify soil characteristics, identify areas of fill if any. Identify unacceptable fill material, analyse soil sulphate content, identify unsuitable underlying soils such as peat, etc. and make recommendations for remediation if necessary.
- d) List extraordinary requirements that may be required to accommodate construction of roads and underground utilities as well as building foundation designs.

Z18-0087

e) Additional geotechnical survey may be necessary for building foundations,  
etc.

  
James Kay, P. Eng.  
Development Engineering Manager

JA

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## Option 1

