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**CITY OF KELOWNA**  
**MEMORANDUM**

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**Date:** July 18, 2018  
**File No.:** Z18-0076  
**To:** Community Planning (TH)  
**From:** Development Engineering Manager (JK)  
**Subject:** 439 Sarsons Road RU1 to RU2

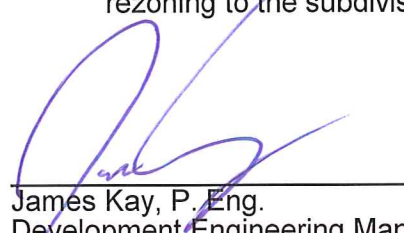
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Development Engineering has the following comments and requirements associated with this application.

1. General

Road frontage improvements are triggered by this rezoning application. The requirements include curb and gutter, sidewalk, storm drainage system and pavement widening. Also required is a landscaped boulevard c/w trees, street lighting and the re-location or adjustment of utility appurtenances if required to accommodate the upgrading construction. The cost of this construction is at the applicant's expense.

The proposed redevelopment includes the subject parcel being subdivided into two lots. A subdivision application will require service upgrades that include the installation of additional services. The work will require road cuts and boulevard and pavement restoration. Development Engineering is prepared to defer the requirements of the rezoning to the subdivision stage.



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James Kay, P. Eng.  
Development Engineering Manager

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## CITY OF KELOWNA

# MEMORANDUM

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**Date:** July 18, 2018  
**File No.:** S18-0062  
**To:** Community Planning (TH)  
**From:** Development Engineering Manager (JK)  
**Subject:** Subdivision Application – PLR Requirements

**LOCATION:** 439 Sarsons Road  
**APPLICANT:** Rock Shore Developments Ltd  
**LEGAL:** Lot 17 Plan 8049

### WORKS AND SERVICES REQUIREMENTS

The City's Development Engineering Department will handle the Works & Services requirements identified below between time of Preliminary Layout Review (PLR) and application for Subdivision Approval. Arrangements for construction must be made before making application for Final Approval of a subdivision plan. The Development Engineering Technologist for this project is Jason Angus. The following Works & Services are required for this subdivision:

**.1) General**

The postal authorities must be contacted to determine whether or not a "community mailbox" will be utilized. Please contact the Canadian Post Corporation, Delivery Services, P.O. Box 2110, Vancouver, B.C. V6B 4Z3 (604) 662-1381 in this regard.

**.2) Geotechnical Report**

- (a) Provide a geotechnical report prepared by a Professional Engineer competent in the field of hydro-geotechnical engineering to address the items below: NOTE: The City is relying on the Geotechnical Engineer's report to prevent any damage to property and/or injury to persons from occurring as a result of problems with soil slippage or soil instability related to this proposed subdivision.
- (b) The Geotechnical reports must be submitted to the Development Services Department (Subdivision Approving officer) for distribution to the Development Engineering Branch and Inspection Services Division prior to submission of Engineering drawings or application for subdivision approval.

- (i) Area ground water characteristics, including any springs and overland surface drainage courses traversing the property. Identify any monitoring required.
- (ii) Site suitability for development.
- (iii) Site soil characteristics (i.e. fill areas, sulphate content, unsuitable soils such as organic material, etc.).
- (iv) Any special requirements for construction of roads, utilities and building structures.
- (v) Recommendations for items that should be included in a Restrictive Covenant.
- (vi) Recommendations for roof drains, perimeter drains and septic tank effluent on the site.
- (vii) Any items required in other sections of this document.

**.3) Water**

- a) The property is located within the City of Kelowna service area. The existing PVC water service can be utilized for one of the subdivided lots
- b) The developer's consulting mechanical engineer will determine the domestic, fire protection requirements of this proposed subdivision and establish hydrant requirements and service needs. The applicant will arrange for the removal and disconnection of the existing service and the installation of one new larger service at the applicants cost.
- c) Provide an adequately sized water system capable of supplying daily residential demands & residential fire protection for the project in accordance with the Subdivision, Development & Servicing Bylaw

**.4) Sanitary Sewer**

- a) Our records indicate that this property is currently serviced with a 100mm-diameter sanitary sewer service. The applicant's consulting mechanical engineer will determine the requirements of the proposed subdivision and establish the service needs. Only one service will be permitted to each proposed lot. If required, the applicant will arrange for the removal and disconnection of the existing service and the installation of one new larger service at the applicants cos
- b) Arrange for individual lot connections before submission of the subdivision plan, including payment of connection fees (provide copy of receipt).

**.5) Drainage**

- a) The property is located within the City of Kelowna drainage service area. The Subdivision, Development and Servicing Bylaw requires that each lot be provided with an individual connection; however, the City Engineer may permit use of individual ground water disposal systems, where soils are suitable. For on-site disposal of drainage water, a hydrogeotechnical report will be required complete with a design for the disposal method (i.e.



trench drain / rock pit). The Lot Grading Plan must show the design and location of these systems for each lot.

- b) The subdivision is required to contain and dispose of site generated storm drainage on the site by installing a ground recharge system designed by the consulting civil engineer. The existing lots do not presently have storm drainage services.

**.6) Roads**

- a) Sarsons Road frontage must be upgraded to a full urban standard including curb, gutter, sidewalk, fillet pavement, street lights, storm drainage, and adjustment and/or re-location of existing utility appurtenances if required to accommodate this construction.

**.7) Power and Telecommunication Services and Street Lights**

- a) If the existing area is served by overhead wiring, the service connections may be provided overhead provided that there are no new poles required and service trespasses will not be created. If either of these conditions is not satisfied, then underground service will be required for that lot.
- b) Streetlights must be installed on all roads.
- c) 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.
- d) Before making application for approval of your subdivision plan, please make arrangements with Fortis for the pre-payment of applicable charges and tender a copy of their receipt with the subdivision application for final approval.
- e) Re-locate existing poles and utilities, where necessary. Remove aerial trespass (es).

**.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 B.C. Gas, 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) Charges and Fees**

- a) Development Cost Charges (DCC's) are payable
- b) Fees per the "Development Application Fees Bylaw" include:
  - i) Survey Monument Fee: **\$50.00**(\$50.00 per newly created lot GST exempt).
  - ii) Survey Monument, Replacement Fee: \$1,200.00 (GST exempt) – only if disturbed.

- c) A hydrant levy charge of **\$250.00** (250.00 per new lot).
- d) New water services for the lots; **to be determined by Civil Consultant.**
- e) New sanitary service for the new lot; **to be determined by Civil Consultant.**



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James Kay, P.Eng.  
Development Engineering Manager

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