

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

---

**Date:** April 28, 2020 (Rev 1)  
**File No.:** Z20-0010  
**To:** Urban Planning Management (JB)  
**From:** Development Engineering Manager (JK)  
**Subject:** 240 Rutland Rd S, 235 and 285 Robson Rd W RU1 to RM3

---

The Development Engineering Branch has the following comments and requirements associated with this application to rezone the subject property from RU1 to RU6. The road and utility upgrading requirements outlined in this report will be a requirement of this development. The Development Engineering Technician for this project is Jim Hager (250-575-3800; [jhager@kelowna.ca](mailto:jhager@kelowna.ca)).

**1. General**

- a) These Development Engineering Branch comments/requirements are subject to the review and requirements from the Ministry of Transportation and Infrastructure (MoTI) Infrastructure Branch.
- b) This proposed development may require the installation of centralized mail delivery equipment. Please contact Arif Bhatia, Delivery Planning Officer, Canada Post Corporation, 530 Gaston Avenue, Kelowna, BC, V1Y 2K0, (250) 859-0198, [arif.bhatia@canadapost.ca](mailto:arif.bhatia@canadapost.ca) to obtain further information and to determine suitable location(s) within the development.

**2. Lot consolidation and dedication**

- a) Lot consolidation will be a requirement of this development.
- b) A 6.0-m corner rounding will be required on the northeast corner of 240 Rutland Rd S.

**3. Domestic Water and Fire Protection**

- a) The subject lots are within the Rutland Waterworks District (RWD) water service area. The developer is required to make satisfactory arrangements with RWD for all water and fire protection-related issues. All charges for service connection and upgrading costs, as well as any costs to decommission existing services, shall be the responsibility of the developer.
- b) The developer's consulting mechanical engineer will determine the domestic, fire protection requirements of this proposed development and establish hydrant requirements and service needs. All fire flow calculations approved by BMID are to be shared with the Development Engineering Branch upon submittal of off-site civil engineering drawings.



#### 4. **Sanitary Sewer**

- a) Two of the subject lots (235 and 285 Robson Rd W) are currently serviced by respective on-site septic systems. These septic systems are to be decommissioned and the proposed development will be granted a single sewer service connection.
- b) Two of the subject lots (235 and 285 Robson Rd W) are in the Central Rutland (No. 22) Sewer Connection Area. As per the Sewer Connection Charge Bylaw (No. 11540). In lieu of paying any connection charges for the Sewer Connection Area, the Developer will be required to construct a 200-mm sanitary main along the entire Robson Rd W frontage to the next manhole (c/w cap and 3m stub for future extension) as per the existing design for the Sewer Connection Area (Contact the Development Technician for a copy of this design). Lots 230, 260, 270, 280, 290, 295, 300, 305, 325, and 330 Robson Rd W are to be pre-serviced by the Developer. The Developer will be reimbursed by the City for each sewer connection up to \$4,000. In return for the \$4,000 per service connection, the Developer will waive the right to apply any Latecomer to the installed sanitary sewer works.
- c) Provide an adequately sized sanitary sewer system complete with a single lot connection.

#### 5. **Storm Drainage**

- a) 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. Only one service will be permitted for this development. The applicant, at their cost, will arrange the installation of one overflow service if required.
- b) 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.
- c) Provide the following drawings:
  - i. A detailed Lot Grading Plan (indicate on the Lot Grading Plan any slopes that are steeper than 30% and areas that have greater than 1.0 m of fill);
  - ii. A detailed Stormwater Management Plan; and
  - iii. An Erosion and Sediment Control Plan.
- d) Show details of dedications, rights-of-way, setbacks and non-disturbance areas on the lot Grading Plan.
- e) Register right of ways on private properties for all the storm water infrastructure carrying, conveying, detaining and/or retaining storm water that is generated from public properties and public road right of ways, if necessary.

#### 6. **Electric Power and Telecommunication Services**

- a) All proposed service connections are to be installed underground. It is the developer's responsibility to make a servicing application with the respective electric

<b>SCHEDULE</b>		<b>A</b>
This forms part of application		
# Z20-0010		
Developer's Initials	<b>JB</b>	
		<b>City of Kelowna</b> DEVELOPMENT PLANNING

power, telephone and cable transmission companies to arrange for these services, which would be at the applicant's cost.

- b) The subject lots are within the Rutland Urban Centre and subject to *Council Policy 101 – Conversion of Overhead Powerlines to Underground Installation*. As a result, all proposed service connections and existing overhead wiring is to be installed underground. 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.
- c) Re-locate existing utilities, where necessary.

## 7. Road Improvements

- a) The full frontage of Rutland Rd S is to be constructed as a modified SS-R5 complete with separated 1.8-m wide sidewalks at property line, 1.8-m wide bike lanes (c/w painted buffer) streetlights, drainage system, landscaped boulevard and irrigation, and street trees.
- b) The full frontage of Robson Rd is to be constructed as a modified SS-R5 complete with separated 1.8-m wide sidewalks offset 0.20 m from property line, streetlights, drainage system, landscaped boulevard and irrigation, and street trees.
- a) The existing BC Transit stop fronting the subject lots on Rutland Rd S is to be upgraded and designed as per *BC Transit's Infrastructure Design Guide* for a "Typical bus stop and furnishing layout", including:
  - i) Accessibility requirements to be met (tactile warning strip, information panels, boarding platforms, etc.)
  - ii) It is recommended to provide min 3.2m width instead of 3m for Transit waiting pad and sidewalk, for constructability proposes.
  - iii) A bus shelter is requested but may be considered in the future, therefore the waiting pad, space and include pre-ducting for future shelter is still required.


Further details on the requirements for the bus pad and bus shelter can be requested from the Development Technician on this file.

## 8. Erosion and Sediment Control

- a) An Erosion and Sediment Control Plan is to be prepared by a Professional Engineer proficient in the field of erosion and sediment control. The plan is to be prepared as per section 3.14 of Schedule 4 of Bylaw 7900. If a line item for ESC is not included in the Engineer's cost estimate for off-site work, then an additional 3% will be added to the performance security based on the total off-site construction estimate.

## 9. Geotechnical Report

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. The Geotechnical reports must be submitted to the Development Services Department for distribution to the Development Engineering Branch and

<b>SCHEDULE</b>		<b>A</b>
This forms part of application		
# Z20-0010		
Signature of Engineer	Initials	 <b>City of Kelowna</b> DEVELOPMENT PLANNING
	JB	

Inspection Services Division prior to submission of Engineering drawings for 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.

**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.
- (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**

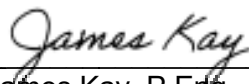
- (a) A Servicing Agreement is required for all offsite works and services on City lands in accordance with the Subdivision, Development & Servicing Bylaw No. 7900. The applicant's Engineer, prior to preparation of Servicing Agreements, must provide adequate drawings and estimates for the required works. 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.

**12. Charges and Fees**

- a) Development Cost Charges (DCCs) are payable.
- b) Sewer Connection Area Fees (No. 22 Central Rutland) – **Construction of main in lieu of charge**
- c) Fees per the “Development Application Fees Bylaw” include:
  - i) Survey Monument, Replacement Fee: \$1,200.00 (GST exempt) – only if disturbed.
  - ii) Engineering and Inspection Fee: 3.5% of construction value (plus GST).

  
\_\_\_\_\_  
James Kay, P.Eng.  
Development Engineering Manager

JKH

ALL CONTRACTORS ARE REQUIRED TO PERSONALLY VISIT THE WORK AND SUPERVISOR'S PRESENTATION IN THE FIELD OF THE PROJECT TO BE SURE THAT THE PROPERTY OF THE PROVINCE OF BRITISH COLUMBIA IS PROTECTED AND THAT THE PROJECT IS IN ACCORDANCE WITH THE PROVISIONS OF THE LAND ACT AND THE LAND USE ACT. The use of this drawing is limited to the project and site shown. Any other use without the written consent of the author is prohibited. This drawing must not be altered.

Verify all dimensions and details prior to construction. Report all errors and corrections to the Architect.



**NEW TOWN  
ARCHITECTURE**  
ARCHITECTS  
1111 1/2 STREET  
VICTORIA, BC V8W 2E6  
www.newtownarchitecture.ca

Scale



Revision	No	Date	Description
1	16-12-04	ISSUED FOR DP	
2	20-05-28	REISSUED FOR DP	

Project Title  
**RUTLAND-ROBSON  
MULTI-FAMILY**

Project Address  
**RUTLAND & ROBSON RD,  
KELOWNA  
BC V1Y 1C6**

Project No.  
**4095**

Drawing Title  
**SITE PLAN**

Sheet  
**A2.00**

Scale  
1:1000

Date  
20-05-28

# ATTACHMENT A

This forms part of application

# Z20-0010

Planner  
Initials **JB**

City of  
**Kelowna**  
DEVELOPMENT PLANNING





# RUTLAND-ROBSON MULTI-FAMILY

RE-ISSUED FOR DEVELOPMENT PERMIT, MAY 28, 2020



ALL CONTRACTORS ARE REQUIRED TO PROVIDE THEIR WORK AND SUPPLY FINISHED PRODUCTS IN ACCORDANCE WITH THE BRITISH COLUMBIA LAND OF THE PROVINCE OF BRITISH COLUMBIA. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES AND STRUCTURES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES AND STRUCTURES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES AND STRUCTURES.

Scale



Revision	No	Date	Description
1	15-12-04	ISSUED FOR DP	
2	12-05-2019	RE-ISSUED FOR DP	



**NEW TOWN  
SERVICES**  
215-110-0000  
215-110-0001

Project Title

RUTLAND-ROBSON  
MULTI-FAMILY

Project Address  
RUTLAND & ROBSON RD,  
KELLOWNA  
PROJECT NO.

Client

NEW TOWN SERVICES

drawing title  
**COVER SHEET  
& DRAWING  
LIST**

Sheet No. 1 of 1  
Scale 1:1  
Date 12-05-2019

Project No. 115-12-04

Project Name  
**A0.00**

**ATTACHMENT**

This forms part of application

# Z20-0010

Planner  
Initials

JB

City of  
**Kelowna**  
DEVELOPMENT PLANNING



## LANDSCAPE DRAWING LIST:

LANDSCAPE DESIGN  
RUTLAND & ROBSON RD, V1Y 1T2  
PROJECT NO. 115-12-04  
DATE 12-05-2019

L1/2 CONCEPTUAL LANDSCAPE PLAN  
L3/2 WATER CONSERVATION PLAN

## CIVIL DRAWING LIST:

NEW TOWN ARCHITECTURAL ENGINEERING  
RUTLAND & ROBSON RD, V1Y 1T2  
PROJECT NO. 115-12-04  
DATE 12-05-2019

STORMWATER MANAGEMENT STRATEGY

## ARCHITECTURAL DRAWING LIST:

NEW TOWN ARCHITECTURAL ENGINEERING  
RUTLAND & ROBSON RD, V1Y 1T2  
PROJECT NO. 115-12-04  
DATE 12-05-2019

COVER SHEET & DRAWING LIST

A0.00 COVER SHEET & DRAWING LIST  
A1.00 CONCEPT ANALYSIS  
A1.01 RENDERINGS  
A1.02 RENDERINGS  
A2.00 SITE PLAN  
A2.01 FLOOR PLANS  
A3.00 LEVEL 1  
A3.01 LEVEL 2  
A3.02 LEVEL 3  
A3.03 MATERIALS  
A4.00 BUILDING ELEVATIONS  
A4.01 BUILDING ELEVATIONS  
A4.02 BUILDING ELEVATIONS  
A5.01 BUILDING SECTIONS



## SITE OVERVIEW - BIRDSEYE PERSPECTIVE