
CITY OF KELOWNA

MEMORANDUM

Date: January 15, 2020
File No.: Z19-0143
To: Urban Planning Management (AF)
From: Development Engineering Manager (JK)
Subject: 595 Mugford Rd



RU1 to RU2

The Development Engineering Branch has the following comments and requirements associated with this application to rezone the subject property from RU1 (Large-lot housing) to RU2 (Medium-lot housing) to support a two-lot subdivision. 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.

1. General

- a) These are the Development Engineering Branch comments/requirements and are subject to the review and requirements from the Ministry of Transportation and Infrastructure (MoTI).

2. Domestic Water and Fire Protection

- a) The subject lot is 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 and fire protection requirements of this proposed development and establish hydrant requirements and service needs. All fire flow calculations approved by RWD are to be shared with the Development Engineering Branch upon submittal of off-site civil engineering drawings.
- c) Provide an adequately sized domestic water and fire protection system complete with individual lot connections. The water system must be capable of supplying domestic and fire flow demands of the project in accordance with the Subdivision, Development & Servicing Bylaw No. 7900.

3. Sanitary Sewer

- a) Each legal lot shall require an individual sanitary service connection complete with an inspection chamber (SS-S7) and Brooks Box (SS-S9).
- b) The existing lot is currently serviced with a 200-mm sanitary service. The existing service connection is to be completed with an inspection chamber and Brooks box.
- c) Proposed LOT A requires a new 100-mm sanitary service connection (c/w inspection

chamber and Brooks box), to be installed at the applicant's cost.

4. **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 his cost, will arrange the installation of one overflow service if required.
- b) 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.

5. **Subdivision Requirements**

- a) Grant statutory rights-of-way if required for utility services.

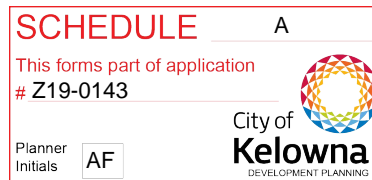


6. **Electric Power and Telecommunication Services**

All proposed service connections are 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.

7. **Road Improvements**

- a) The subject lot's frontage on Mugford Rd is to be fully urbanized to an SS-R5 standard, including catch basins, barrier curb and gutter, fillet paving, a concrete letdown (SS-S7) for LOT A access, landscaped and irrigated boulevard, 1.5-m wide sidewalk, and re-location or adjustment of utility appurtenances if required. The existing access and driveway letdown to LOT B on Mugford Rd is to be removed and the existing curb bulge to be re-established.
- b) The subject lot's frontage along Merrifield Rd is to be fully urbanized to an SS-R3 standard, including catch basins, barrier curb and gutter, fillet paving, a concrete letdown for LOT B access, landscaped and irrigated boulevard, 1.5-m wide sidewalk, and re-location or adjustment of utility appurtenances if required. The existing access and driveway letdown to LOT B on Merrifield Rd is to be formalized by a concrete letdown (SS-C7).
- c) The City has collected cash-in-lieu for the off-site upgrades at 330 and 350 Merrifield Rd. At the City's cost, the applicant is to have their Civil Engineer design an additional 30 m of sidewalk (c/w concrete letdowns), fillet paving, and drainage for the frontage of 330 and 350 Merrifield Rd. Based on the Civil Engineer's design and cost estimate, the applicant, at the City's cost, will be required to complete the construction of the urbanization along 330 and 350 Mugford Rd. Please contact Jim Hager (jhager@kelowna.ca) for more



information on this request.

- d) The estimated cost of off-site construction, for performance security purposes, is to be submitted by the Developer's Consulting Engineer.

8. Land Dedication

- a) A 6.0-m corner rounding will be required on the northeast corner of proposed LOT B.

9. 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.

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 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.

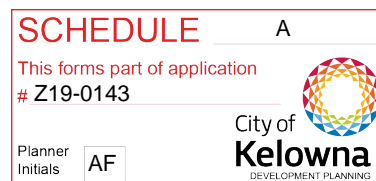
12. Charges and Fees

- a) Development Cost Charges (DCC’s) are payable.
- b) Fees per the “Development Application Fees Bylaw” include:
 - i) Engineering and Inspection Fee: 3.5% of construction value (plus GST).



James Kay, P.Eng.
Development Engineering Manager

JKH



PROPOSED SUBDIVISION OF LOT 1, SEC 26, TP 26, ODYD, PLAN 17560.

PID: 008-391-246
CIVIC ADDRESS: 595 MUGFORD ROAD, KELOWNA
CLIENT: COREY KNORR

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Scale 1:500 Metric. Distances shown are in metres and decimals thereof.

Proposed lot sizes based on RU2 zoning.

ATTACHMENT A

This forms part of application
Z19-0143

Planner Initials **AF**



City of
Kelowna
DEVELOPMENT PLANNING

