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# CITY OF KELOWNA MEMORANDUM

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**Date:** May 13, 2021  
**File No.:** Z21-0008  
**To:** Planning and Development Officer (KB)  
**From:** Development Engineering Manager (JK)  
**Subject:** 4653 Gordon Dr. RU1 to RU6

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The Development Engineering Branch has the following comments and requirements associated with this rezoning application to rezone the subject property from RU1 Large Lot Housing to RU6 Two Dwelling Housing. Road and utility upgrading requirements outlined in this report will be a requirement of this development. The Development Engineering Technician for this project is Aaron Sangster.

**1. General**

- a) 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 to obtain further information and to determine suitable location(s) within the development.
- b) The following requirements are valid for two (2) years from the reference date of this memo, or until the application has been closed, whichever occurs first. The City of Kelowna reserves the rights to update/change some or all items in this memo once these time limits have been reached.

**2. Domestic Water and Fire Protection**

- a) This property is currently serviced with 19mm-diameter water service. The developer's consulting mechanical engineer will determine the domestic, fire protection requirements of this proposed development and establish hydrant requirements and service needs. Service upgrades can be provided by the City at the applicant's cost (if required).

**3. Sanitary Sewer**

- a) This property is currently serviced with one 100 mm sanitary service. The developer's consulting mechanical engineer will determine the development requirements of this proposed development and establish the service needs. The applicant, at their cost, will arrange for the removal and disconnection of the existing services and installation of one new larger service, if necessary.

**4. Storm Drainage**

- a) The developer must engage a consulting civil engineer to provide a stormwater 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 plans, minimum basement elevations (MBE), if applicable, and recommendations for onsite drainage containment and disposal systems.

## 5. Electric Power and Telecommunication Services

- a) All proposed distribution and 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.

## 6. Road Improvements / Site Access

- a) Gordon Dr. must be upgraded to an urban standard along the full frontage of this proposed development, including irrigated landscaped boulevard, removal and replacement and re-location or adjustment of utility appurtenances if required to accommodate the upgrading construction.
- b) The existing driveway must be removed and replaced with curb and gutter, and sidewalk.
- c) The existing landscaped wall must be removed from the City ROW.
- d) Only a single driveway access with a maximum width of 6m will be permitted for this development. The access must be shared, and a shared accesses easement will need to be register.
- e) Existing center road median must be maintained.

## 7. Development Permit and Site Related Issues

- a) Provide all necessary Statutory Rights-of-Way for any utility corridors as required.
- b) If any road dedication affects lands encumbered by a Utility right-of-way (such as Fortis, 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.

## 8. Geotechnical Report

- a) Although a geotechnical report will not be required at time of rezoning, a report must be provided at the time of Building Permit.
- b) Provide a comprehensive geotechnical report (3 copies), 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 Planning and Development Services Department (Planning & Development Officer) for distribution to the Works & Utilities Department 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) Site suitability for development.
- (vi) Suitability of on-site disposal of storm water and sanitary waste, including effects upon adjoining lands.
- ii) Site soil characteristics (i.e. fill areas, sulphate content, unsuitable soils such as organic material, etc.).
- iii) Recommendations for items that should be included in a Restrictive Covenant.
- iv) Any special requirements for construction of roads, utilities, and building structures.
- v) Any items required in other sections of this document.
- vi) Recommendations for erosion and sedimentation controls for water and wind.
- vii) Recommendations for roof drains and perimeter drains.

**9. Road Dedication**

- a) If any road dedication or closure affects lands encumbered by a Utility right-of-way (such as Hydro, Telus, Gas, etc.) please obtain the approval of the utility. Any works required by the utility as a consequence of the road dedication or closure must be incorporated in the construction drawings submitted to the City's Development Manager.

**10. Design and Construction**

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

- g) 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.

**11. 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 (DCC's) are payable.
- b) 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).
  - iii) Hydrant levy charge of **\$250.00** (\$250.00 per new lot.)
  - iv) Survey Monument Fee: **\$50.00** (\$50 per newly created lot – GST exempt).



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Ryan O'Sullivan  
Development Engineering Manager

AS

4653 GORDON DRIVE

PROPOSED 2-LOT SUBDIVISION

LOT A (1,139 sq.m) & LOT B (1,273 sq.m)

LOT A WIDTH 18.78m, LOT B WIDTH 21.00m

LOT A&B DEPTH 60.61m

CURRENT ZONING RU1

PROPOSED ZONING RU6

APPLICANT: 1119422 BC Ltd

TEL: 250- 777 1677

EMAIL: m.tehrani1362@gmail.com

This forms part of application

# Z21-0008

Planner Initials KB

