
CITY OF KELOWNA
MEMORANDUM

Date: November 25, 2021
File No.: Z21-0104
To: Urban Planning (MT)
From: Development Engineering Manager (RO)
Subject: 549 Knowles Rd. RU1 to RU2

The Development Engineering Department has the following comments and requirements associated to rezoning application to rezone the subject property from RU1 – Large Lot Housing to RU2 – Medium Lot Housing.

The Development Engineering Technologist for this project is Aaron Sangster.

1. General

- a. The following requirements are valid for one (1) years from the reference date of this memo, or until the PLR and/or 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. Road Improvements

- a. Knowles Rd. must be upgraded to an urban standard along the full frontage of this proposed development, including roll-over curb and gutter, irrigated landscaped boulevard, streetlights, drainage system including catch basins, manholes and pavement removal and replacement and re-location or adjustment of utility appurtenances if required to accommodate the upgrading construction.

3. Domestic Water and Fire Protection

- a. This property is currently serviced with 19mm-diameter water service. The disconnection of the existing small diameter water services and the tie-in of a larger new service can be provided by City forces at the developer's expense. One metered water service will supply the development.
- b. The current water main fronting this property is inadequate and must be replaced to meet bylaw 7900 standards.

4. Sanitary Sewer

- a. Our records indicate that these properties are currently serviced with a 100mm-diameter sanitary sewer service. An inspection chamber (IC) complete with brooks box must be confirmed/installed on the service at the owner's cost.

SCHEDULE	A
This forms part of application # Z21-0104	
Planner Initials	MT
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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 City Storm Water Management Policy and Design Manual. The storm water management plan must also include provision of lot grading plan, minimum basement elevation (MBE), if applicable, and recommendations for onsite drainage containment and disposal systems.
- b. On site storm drainage systems for the site will be reviewed and approved by Engineering in accordance with bylaw 7900, when a site servicing design is submitted.
- c. There is a possibility of a high water table or surcharging of storm drains during major storm events. This should be considered in the design of the onsite system.

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 power, telephone and cable transmission companies to arrange for these services, which would be at the applicant's cost
- b. Re-locate existing utilities, where necessary.

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 Study

- 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. The Geotechnical reports must be submitted to the Development Services Department 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.

Additional geotechnical survey may be necessary for building foundations, etc

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 AGREEMENT 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.

11. **Charges and Fees**

- (a) Development Cost Charges (DCC's) are payable
- (b) Fees per the "Development Application Fees Bylaw" include:
 - (i) Street/Traffic Sign Fees: at cost if required (to be determined after design).

- (ii) Survey Monument, Replacement Fee: \$1,200.00 (GST exempt) – only if disturbed.
- (iii) Engineering and Inspection Fee: 3.5% of construction value (plus GST).
- (iv) Hydrant levy charge of **\$250.00** (\$250.00 per new lot.)
- (v) Survey Monument Fee: **\$50.00** (\$50 per newly created lot – GST exempt).



Ryan O'Sullivan
Development Engineering Manager

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SCHEDULE <u> </u> A	
This forms part of application # Z21-0104	
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City of Kelowna
1435 Water Street
Kelowna, BC V1Y 1J4

November 4th, 2021
File: 2525
CoK: S21-0025

Attention: Corey Davis, Development Tech. – Engineering and Environmental Coordinator - Development Planning Department

Dear Mr. Davis,

**549 Knowles Road – Lot B, Plan KAP7438, District Lot 167, ODYD, PID 009-992-341
Rezoning Application Rationale**

D.E. Pilling & Associates Ltd. (Pilling) is supplying this rezoning application rationale on behalf of the property owner, Mr. Jason Roe, for the purposes of rezoning the property to facilitate a 3-lot subdivision.

The existing zoning for the above-mentioned property is currently RU1 – Large Lot Housing with a future land use designation of S2RES – Single/ Two Unit Residential. From previous discussions between the owner and the City of Kelowna, a variance for lot width reduction would not be supported, which would be necessary for the 3-lot subdivision with the current zoning requirements. See below figure for current zoning in the area.

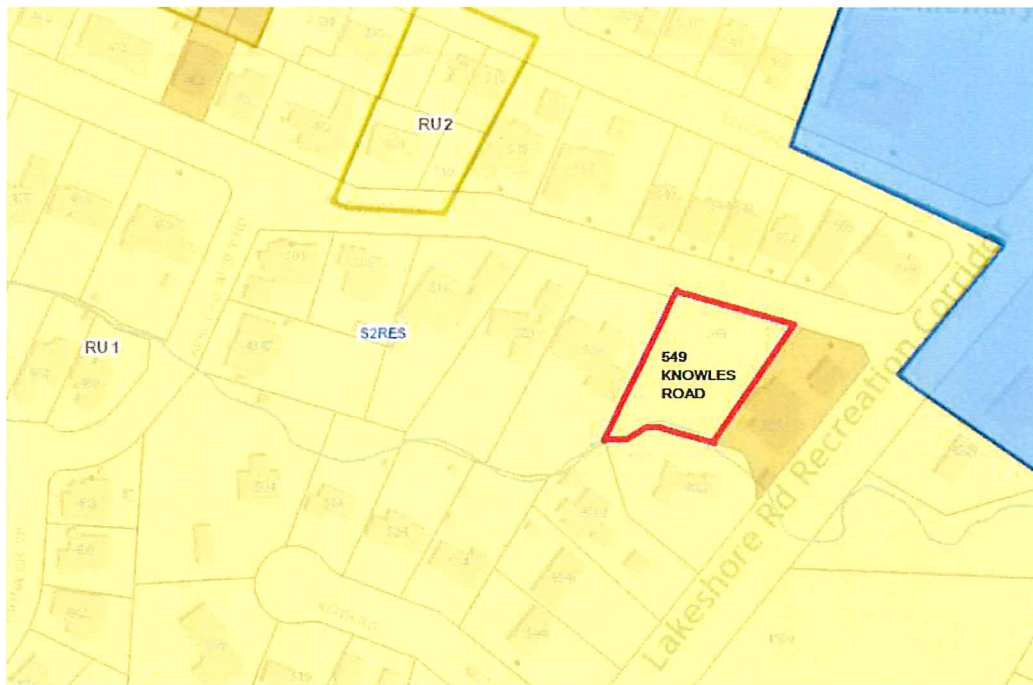


Figure 1: Current Zoning & Future Land Use – from City of Kelowna Map Viewer

This application would be to amend the existing 0.57-acre empty lot with RU1 zoning to RU2 – Medium Lot Housing. The proposed RU2 single family lots are to be compliant with the City of Kelowna Subdivision, Development and Servicing Bylaw #7900 as well as the City of Kelowna Zoning Bylaw #8000.

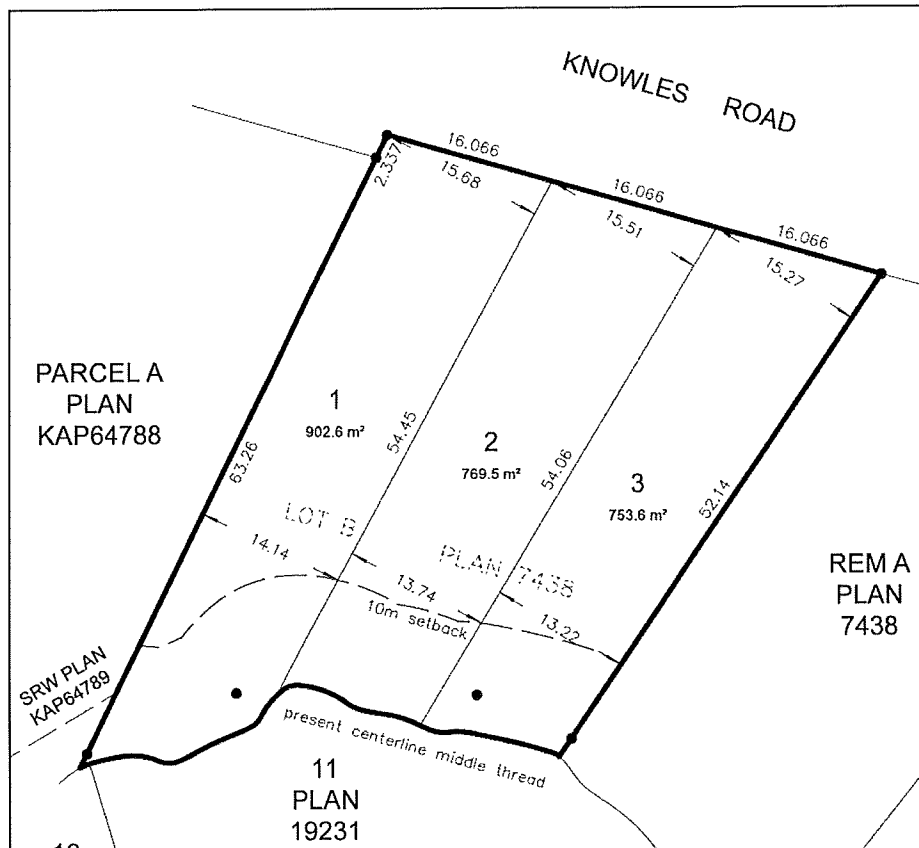


Figure 2: Proposed Subdivision Layout

In conclusion, the proposed amendment to the existing zoning of the lots to accommodate the subdivision of the lot into 3-RU2 lots is consistent for the intent of the area for single family housing. Similar developments have been completed and accepted in the area, showing that the feasibility of the rezoning and subdivision would be acceptable.

Sincerely,
D.E. Pilling & Associates Ltd.

Riley Salter, E.I.T.
 Civil Engineer-in-training
 RS/DM

ATTACHMENT A

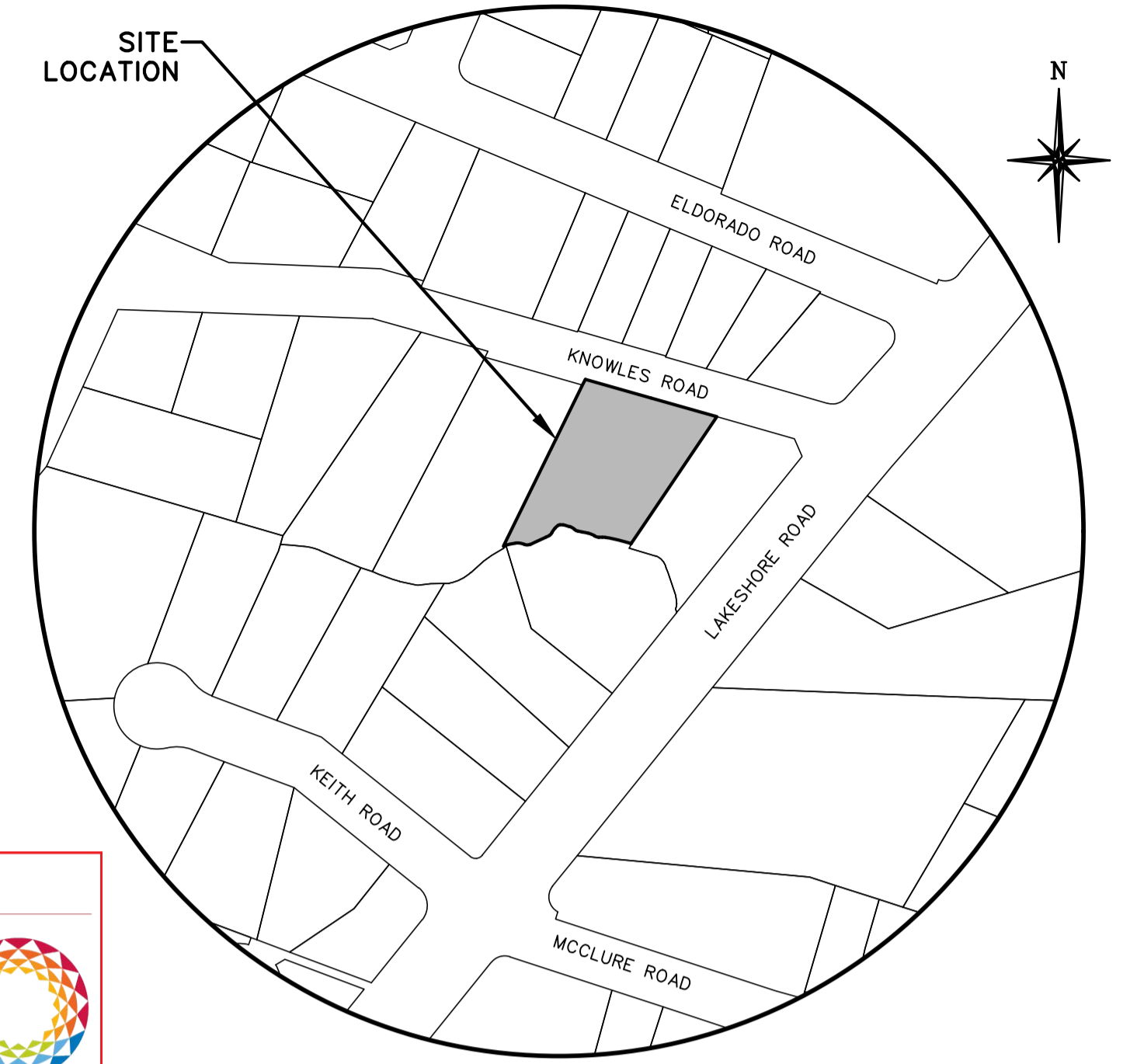
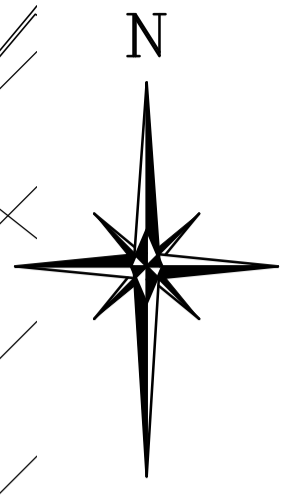
This forms part of application
 # Z21-0104

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Initials

MT



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ATTACHMENT A
 This forms part of application # Z21-0104
 Planner Initials MT
 City of Kelowna COMMUNITY PLANNING

SITE PLAN
NTS

EXISTING ZONING

EXISTING ZONING	RU1
LAND USE	SINGLE DETACHED HOUSING
TOTAL DEVELOPEMNT AREA	2426m ²
TOTAL No. OF LOTS	1
MINIMUM LOT WIDTH	16.5m
MINIMUM LOT DEPTH	30m

EXISTING SETBACKS

FRONT YARD	4.5m
SIDE FLANKING YARD	4.5m
SIDE YARD	2.0m
REAR YARD	7.5m

PROPOSED ZONING

PROPOSED ZONING	RU2
LAND USE	SINGLE DETACHED HOUSING
TOTAL DEVELOPEMNT AREA	2426m ²
TOTAL No. OF LOTS	3
MINIMUM LOT WIDTH	13.0m
MINIMUM LOT DEPTH	30m

PROPOSED SETBACKS

FRONT YARD	4.5m
SIDE FLANKING YARD	4.5m
SIDE YARD	1.8m
REAR YARD	7.5m

LEGEND

- SUBDIVISION BOUNDARY
- EXISTING RU1 ZONING
- PROPOSED RU2 ZONING

NOTES:

LOCATIONS AND OFFSETS OF EXISTING UTILITIES ARE COMPILED FROM THE MOST RECENT INFORMATION AVAILABLE, BUT ARE NOT GUARANTEED ACCURATE, AND MUST BE VERIFIED BY THE CONTRACTOR PRIOR TO CONSTRUCTION. ALL UTILITIES NOT NECESSARILY SHOWN.

UTILITIES

POTABLE WATER	CITY OF KELOWNA
NATURAL GAS	FORTIS BC NATURAL GAS
TELEPHONE	TELUS
ELECTRICITY	FORTIS BC
SEWAGE DISPOSAL	COMMUNITY (CITY OF KELOWNA)
FIRE PROTECTION	KELOWNA FIRE DEPARTMENT
GARBAGE COLLECTION	COMMUNITY (CITY OF KELOWNA)

	CAP
	CATCH BASIN
	ELECTRICAL BOX
	HYDRANT
	VALVE
	LAMP STANDARD
	SAN# SANITARY MH (EXISTING OR FUTURE)
	SAN# SANITARY MH (PROPOSED)
	STM# STORM MH (EXISTING OR FUTURE)
	STM# STORM MH (PROPOSED)
	TRANSFORMER
	UTILITY JUNCTION BOX

No.	MM/DD/YY	DATE	BY	REVISION	Chk'd	No.	MM/DD/YY	DATE	BY	REVISION	Chk'd

Pilling & ASSOC.
CONSULTING ENGINEERING
 #200-540 Groves Avenue, Kelowna, B.C. V1Y 4V7
 PH: 250.763.2315
 FX: 250.763.6509
 E: reception@pilling.ca

DAVID K.Y. MORI, P.ENG.
DRAWN A.W.
DESIGN P.A.C.E.
APPROVED D.K.Y.M.
DATE OCT. 2021
SCALE 1:250

THE CITY OF KELOWNA
ENGINEERING DEPARTMENT
549 KNOWLES ROAD – 3 LOT SUBDIVISION
N. JASON ROE & LYNsay ROE
ZONING PLAN

CITY FILE No.	S21-0025
DRAWING NO.	2525-Z1
DIVISION	
REV. NO.	0