
CITY OF KELOWNA

MEMORANDUM

Date: November 18, 2021

File No.: Z21-0050

To: Planning and Development Officer (TC)

From: Development Engineering Manager (RO)

Subject: 959-961 & 971 Lawson Ave RU7 to RM3

Development Engineering has the following comments and requirements associated with this application to rezone the property from RU7 – Infill Housing to RM3 – Low Density Multiple Housing to facilitate construction of a 22 unit residential development.

1. GENERAL

- a. 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.
- 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 to obtain further information and to determine suitable location(s) within the development.
- c. These Development Engineering comments/requirements are subject to the review and requirements from the Ministry of Transportation and Infrastructure (MoTI).
- d. 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.

2. DOMESTIC WATER AND FIRE PROTECTION

- a. The subject lots are located within the City of Kelowna water supply area. The existing lots are each serviced with a 13-mm diameter water service. Only one service will be permitted per legal lot.
- b. If required the Applicant, at their cost, will arrange for the removal of the existing services and the installation of one new larger metered water service per legal lot.
- c. The Developer's Consulting Engineer will determine the domestic and fire protection requirements of this proposed development and establish hydrant requirements and service needs. The bylaw requirement for this development is 150 L/s. If it is determined that upgrades to any existing water distribution system must be made to achieve the required fire flows, additional bonding will be required.

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- d. A Water meter is mandatory for this development and must be installed inside a building on the water service inlet as required by the City Plumbing Regulation and Water Regulation bylaws. The Developer or Building Contractor must purchase the meter from the City at the time of application for a building permit from the Inspection Services Department and prepare the meter setter at their cost.

3. **SANITARY SEWER SYSTEM**

- a. Our records indicate that the subject lots are currently each serviced with a 100-mm diameter sanitary sewer service off Lawson Ave. The Applicant's Consulting Mechanical Engineer will determine the requirements of the proposed development and establish the service needs. Only one service will be permitted for each legal lot. If an existing service connection is to be utilized it must be completed with an inspection chamber (c/w Brooks Box) as per SS-S7 & SS-S9.
- b. If required, the applicant will arrange for the removal and disconnection of the existing services and the installation of one new larger service at the applicants cost. Overbuild manhole will not be permitted for connection of new larger service to 200 mm AC main.

4. **STORM DRAINAGE**

- a. The property is located within the City of Kelowna drainage service area. 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.
- 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 for this subdivision; and,
 - iii. 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.
- c. On-site detention systems are to be compliant with Bylaw 7900, Schedule 4, Section 3.11.1 *Detention Storage*.
- d. As per Bylaw 7900, Schedule 4, Section 3.1.3 *Climate Change*, the capacity of storm works will include an additional 15 percent (15%) upward adjustment, and applied to the rainfall intensity curve stage (IDF) in Section 3.7.2.
- e. Show details of dedications, rights-of-way, setbacks and non-disturbance areas on the lot Grading Plan.
- f. 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 the public properties, public road right of ways, and golf course lands.

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- g. Where structures are designed or constructed below the proven high groundwater table, permanent groundwater pumping will not be permitted to discharge to the storm system. The City will approve designs that include provisions for eliminating groundwater penetration into the structure, while addressing buoyancy concerns. These design aspects must be reviewed and approved by the City Engineer.

5. ROAD IMPROVEMENTS


- a. Lawson Ave must be upgraded to a full urban standard (SS-R7) along the full frontage of the subject property; including curb and gutter, sidewalk, LED street lighting, undergrounding of overhead wires and removal of poles, landscaped and irrigated boulevard, storm drainage system, pavement removal and replacement and re-location or adjustment of utility appurtenances if required to accommodate the upgrading construction.
- b. Lane fronting this development must be upgraded to SS-R2 residential standard; including a concrete letdown (SS-C7) entering the lane off Lawson Ave, road fillet paving, storm drainage, undergrounding of overhead wires and removal of poles, and relocation or adjustment of existing utility appurtenances if required to accommodate the upgrading construction.
- c. All Landscape and Irrigation plans require design and inspection by a Qualified Professional registered with the BCSLA and the IIABC. Landscape and irrigation plans require approval by the Development Engineering Branch at the same time as other “issued for construction” drawings.
- d. Streetlights must be installed on all public roads. All streetlighting designs require approval by the Development Engineering Branch at the same time as other “issued for construction” drawings.

6. 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.
- b. Re-locate existing poles and utilities, where necessary. Remove aerial trespass (es).
- c. 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.

7. GEOTECHNICAL STUDY

- a. 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.**


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- b. 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. Recommendations for items that should be included in a Restrictive Covenant.
 - vi. Recommendations for roof drains and perimeter drains.
 - vii. Recommendations for erosion and sedimentation controls for water and wind.
 - viii. Any items required in other sections of this document.
- c. Should any on-site retaining walls surpass the following limits, an Over Height Retaining Wall Permit will be required:

“Retaining walls on all lots, except those required as a condition of subdivision approval, must not exceed a height of 1.2 m measured from natural grade on the lower side, and must be constructed so that any retaining walls are spaced to provide a 1.2 m horizontal separation between tiers. The maximum number of tiers is two with a maximum total height of 2.4 m. Any multi-tier structure more than 2 tiers must be designed and constructed under the direction of a qualified professional engineer.”

The design of all retaining walls is to conform with Engineer & Geoscientists British Columbia's Professional Practice Guidelines for Retaining Wall Design. Submission requirements for the Over Height Retaining Wall Permit include Engineer of Record documents (Appendix A of Retaining Wall Design Guideline) and any necessary independent reviews (as per EGBC's Documented Independent Review of Structural Designs).

- d. Any modified slopes having a finished slope greater than 2H:V1 (50%) and an elevation change greater than 1.2 m must be installed under the direction of a qualified professional engineer.
- e. Any exposed natural rock surface on a lot that has the potential for materials to displace causing a hazardous condition, must be reviewed by a qualified professional engineer with the appropriate and measures undertaken as prescribed by the engineer. For adequate Rockfall Protection adjacent to walls and rock cuts, please consider BC MoTI Supplement to TAC Geometric Design Guide 440, page 440-8, which outlines a ditch bottom width depending on wall height. Sidewalks and utilities should be kept out of this protection area. Additional ROW may be required.

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Where walls are on the high side, the City's preference is that the walls remain setback and on private property. Where the walls hold up a public road, the City's preference is that additional dedication be provided, and the walls be owned by the City. Please design any geogrids or tie-backs so that they do not encroach into the required road ROW.

8. ROAD DEDICATION/SUBDIVISION REQUIREMENTS


- a. A dedication of 1.0 m along the full Lawson Ave. frontage of the subject lots is required as per bylaw 7900 schedule 1 to achieve a future 18 m ROW.
- b. No driveway access will be permitted onto Lawson Ave. All vehicular access to the development site is to be provided from the fronting lanes.

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 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.

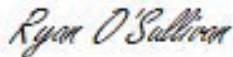
10. SERVICING AGREEMENT FOR WORKS AND SERVICES

- 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.

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11. 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 per newly created lot (GST exempt).
 - ii) Survey Monument, Replacement Fee: \$1,200.00 (GST exempt) – only if disturbed.
 - iii) Hydrant Levy Fee: \$250 per newly created lot (GST exempt).
 - iv) Engineering and Inspection Fee: 3.5% of construction value (plus GST).



Ryan O'Sullivan
Development Engineering Manager

SK

SCHEDULE

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LAND ASSEMBLY ON LAWSON AVENUE, KELOWNA, BC



ATTACHMENT A

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PROPERTY DESCRIPTION

CMC: 961 & 971 LAWSON AVENUE, KELOWNA, BC
LEGAL: LOT B, PLAN KAP1493
LOT 7, PLAN 2378

ZONING CALCULATIONS:

Current: RU7
Future Land Use: C-NHD
Proposed: RM3

SITE INFORMATION:

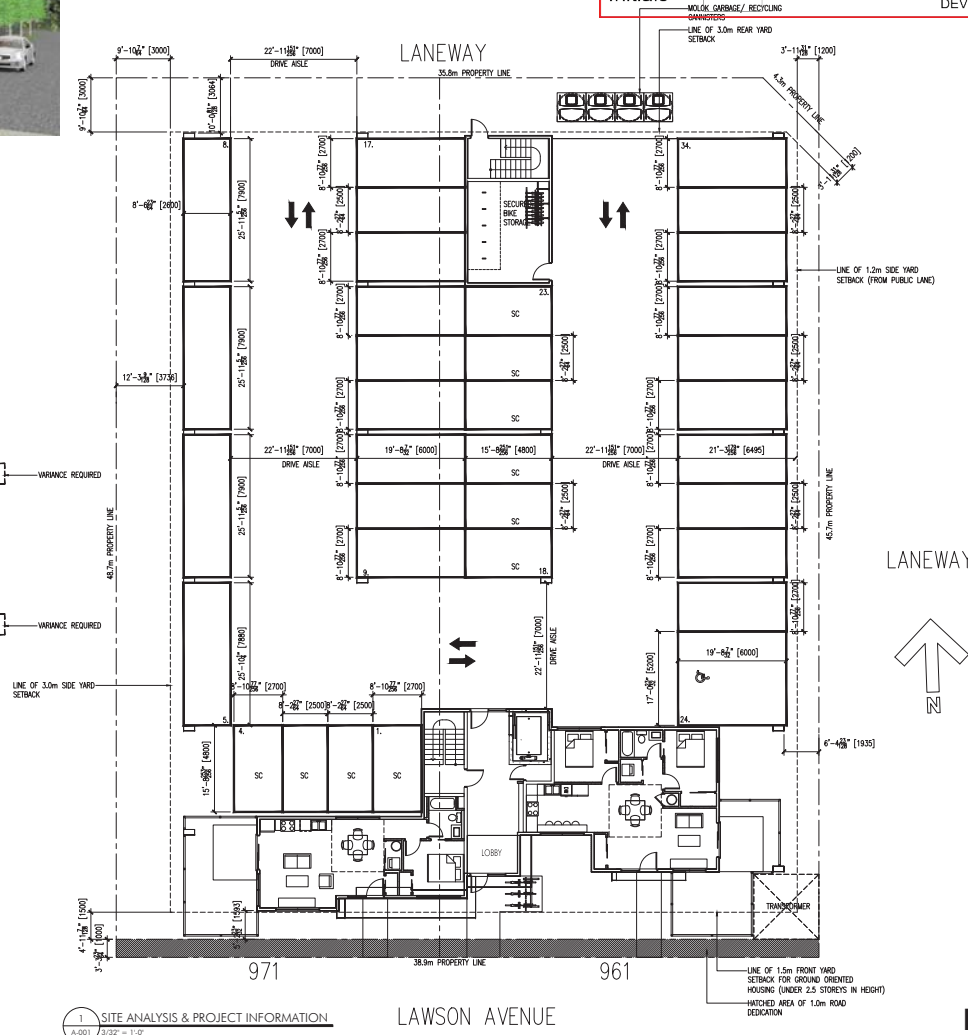
Gross Site Area = 20,377.5 SF (2,760.8 sm)
Allowable Total Site Coverage = 50% (10,188.8 SF)
Max. Site Coverage + Hardscaping = 60% (12,226.5 SF)
F.A.R. = .75 + 5 = .8 (16,302 SF)

ARCHITECTURAL DRAWINGS

A-001 PROJECT INFORMATION
A-100 ENTRY LEVEL
A-101 SECOND LEVEL
A-102 THIRD LEVEL
A-200 ELEVATIONS
A-201 ELEVATIONS
A-202 RENDER ELEVATIONS
A-203 RENDER ELEVATIONS

SITE ANALYSIS:

	Required:	Proposed:
Building Regulations:		
Max. Height =	32.8' (10m)	36.8' (11.2m) <small>VARIANCE REQUIRED</small>
Yard setbacks:		
Front yard -	1.5m (GROUND ORIENTED HOUSING)	1.6m
Side yard -	4.5m	N/A
Side yard -	3.0m	3.7m
Rear yard -	1.2m (FROM PUBLIC LANE)	1.9m
Rear yard -	3.0m (FROM PUBLIC LANE)	3.1m
Parking Calculations:		
1-Bed Units:	11 units x 1.25/ unit = 13.8 (14)	
2-Bed Units:	11 units x 1.5/ unit = 16.5 (17)	
Visitor :	22 x .14 = 3.1 (3)	
Accessible Stall:		34 (10 SMALL CAR)
TOTAL:		34
Bicycle Storage:		
Required:		
Required Long Term	22 x 0.75 = 17	19
Required Short Term	6/ Entry 6	6
TOTAL:	23	25



1 SITE ANALYSIS & PROJECT INFORMATION
A-001 3/32' = 1:0'



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I shall not be liable for work in accordance with the current municipality building bylaws and requirements of other local authorities being jurisdiction and all the British Columbia Building Code - most recent edition including all amendments, revisions and addenda. All rules shall remain the responsibility for the location and protection of all under and above ground utilities, area and conduit connections, including but not limited to sewer, water, gas, hydro and telephone.

Revision No.	Date	Description
03.21.21		FOR REVIEW
04.01.21		FOR REVIEW
04.03.21		FOR REVIEW
04.04.21		RE-ZONING/ OCP
04.13.21		RE-ZONING/ OCP
05.03.21		FOR REVIEW
05.04.21		RE-ZONING/ OCP
05.05.21		FOR REVIEW
05.27.21		FOR REVIEW
06.03.21		FOR REVIEW
06.03.21		FOR DP/ DVP
03.17.22		FOR REVIEW
04.01.22		ADDENDUM #1

Plot Date	Drawing No.
1-Apr-22	A-001

PROJECT
961 & 971 LAWSON AVENUE
DRAWING FILE PROJECT INFORMATION



FOR DP/ DVP



ATTACHMENT A

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- NOTES**
1. PLANT MATERIAL AND CONSTRUCTION METHODS SHALL MEET OR EXCEED CMA STANDARDS.
 2. ALL SOFT LANDSCAPE AREAS SHALL BE WATERED BY A FULLY AUTOMATIC TIED UNDERGROUND IRRIGATION SYSTEM.
 3. TREE AND SHRUB BEDS TO BE DRESSED IN A MINIMUM 75mm DEPTH WOOD MULCH AS SHOWN IN PLANS. DO NOT PLACE WEED MAT UNDERNEATH TREE AND SHRUB BEDS.
 4. TREE AND SHRUB BEDS TO RECEIVE A MINIMUM 300mm DEPTH TOPSOIL PLACEMENT.
 5. TURF AREAS FROM SOD SHALL BE NO. 1 GRADE GROWN FROM CERTIFIED SEED OF IMPROVED CULTIVARS REGISTERED FOR SALE IN B.C. AND SHALL BE TOLERANT OF DROUGHT CONDITIONS. A MINIMUM OF 150mm (6") OF GROWING MEDIUM IS REQUIRED BENEATH TURF AREAS. TURF AREAS SHALL MEET EXISTING GRADES AND HARD SURFACES FLUSH.
 6. SITE GRADING AND DRAINAGE WILL ENSURE THAT ALL STRUCTURES HAVE POSITIVE DRAINAGE, AND THAT NO WATER OR LOOSE IMPEDIMENTS WILL BE DISCHARGED FROM THE LOT ONTO ADJACENT PUBLIC, COMMON, OR PRIVATE PROPERTIES.

PLANT LIST

BOTANICAL NAME	COMMON NAME	QTY	SIZE/SPACING & REMARKS
TREES			
ACER X FREDMANNI 'JEFFERSED'	AUTUMN BLAZE MAPLE	1	6m CAL
FAGUS SYLVATICA 'FASTIGIATA'	BEECH HUT TREE	9	6m CAL
QUERCUS ROBUR X BICOLOR 'NADLER'	KINDRED SPIRIT OAK	8	6m CAL
SHRUBS			
AMELANCHIER ALNIFOLIA	SASKATOON	8	#02 CONT. / 1.8M O.C. SPACING
BUNUS GREEN GEM	GREEN GEM BOWWOOD	65	#02 CONT. / 0.6M O.C. SPACING
CORNUS STOLONIFERA 'FARROW'	ARCTIC FIRE DOGWOOD	15	#02 CONT. / 1.2M O.C. SPACING
EUCONYMIUS ALATUS 'SELECT'	FIREBALL BURNING BUSH	10	#02 CONT. / 1.5M O.C. SPACING
HYDRANGEA MACROPHYLLA 'BLUSHING BRIDE'	BLUSHING BRIDE HYDRANGEA	10	#02 CONT. / 1.5M O.C. SPACING
JUNIPER HORIZONTALIS 'LIMEGLOW'	LIMEGLOW JUNIPER	20	#02 CONT. / 1.0M O.C. SPACING
PHILADELPHUS 'SNOWBELLE'	SNOWBELLE MOCKORANGE	20	#02 CONT. / 1.0M O.C. SPACING
SPIRAEA TREBIBATA 'FAIRY QUEEN'	FAIRY QUEEN SPIREA	15	#02 CONT. / 1.0M O.C. SPACING
SYRINGA X BLOOMERANS 'PINK PERFUME'	PINK PERFUME REBLOOMING LILAC	10	#02 CONT. / 1.5M O.C. SPACING
PERENNIALS & ORNAMENTAL GRASSES			
CALAMAGROSTIS ACUTIFLORA 'KARL FOERSTER'	KARL FOERSTER FEATHER REED GRASS	30	#01 CONT. / 0.75M O.C. SPACING
HEMEROCALLIS 'PURPLE D'ORO'	PURPLE D'ORO DAYLILY	90	#01 CONT. / 0.45M O.C. SPACING
HOSTA 'BLUE MAMMOTH'	BLUE MAMMOTH HOSTA	20	#01 CONT. / 1.0M O.C. SPACING
MONARDA DIDYMA 'PANORAMA MIX'	PANORAMA BEERAM	35	#01 CONT. / 0.75M O.C. SPACING
RUDBECKIA FULGIDA 'GOLDSTURM'	GOLDSTURM CONEFLOWER	35	#01 CONT. / 0.75M O.C. SPACING
SALINA INDOORICA 'MAY NIGHT'	MAYNIGHT MEADOWSAGE	35	#01 CONT. / 0.75M O.C. SPACING
SCHIZACHYRIUM SCOPARUM	LITTLE BLUESTEM	50	#01 CONT. / 0.6M O.C. SPACING



OUTLAND DESIGN
LANDSCAPE ARCHITECTURE

303-590 KLO Road
Kelowna, BC V1Y 7S2
T (250) 868-9270
www.outlanddesign.ca

N

PROJECT TITLE

961 - 971 LAWSON AVE

Kelowna, BC

DRAWING TITLE

CONCEPTUAL LANDSCAPE PLAN

NO.	DATE	REVISION
1	21.06.11	Issue
2	22.03.11	Revised
3		
4		

PROJECT NO. 21118

DESIGN BY: N/A

DRAWN BY: MC

CHECKED BY: TB

DATE: MAR 31, 2022

SCALE: 1:100

PAGE SIZE: 24x36"



DRAWING NUMBER

L1/2

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1 NORTH ELEVATION (FRONT)
A-202 N.T.S.



2 SOUTH ELEVATION (REAR)
A-202 N.T.S.



3 WEST ELEVATION
A-202 N.T.S.

ATTACHMENT A

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Revision No., Date and Description
05.27.21 - FOR REVIEW
06.02.21 - FOR REVIEW
06.03.21 - FOR DP/ DVP
03.17.22 - FOR REVIEW
04.01.22 - ADDENDUM #1

Plot Date	Drawing No.
1-Apr-22	A-202

PROJECT 161-171 LAWSON AVENUE ----
DRAWING TITLE ELEVATIONS



FOR DP/ DVP



1 EAST ELEVATION
A-2023
N.T.S.

ATTACHMENT **A**

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I make me to execute the work in accordance with the current municipality building bylaws and requirements of other local authorities being jurisdiction and on the British Columbia Building Code - most recent edition including all published revisions and addenda. All trades shall remain responsible for the location and protection of all under and above ground utilities, wires and conduit connections, including but not limited to sewer, water, gas, hydro and telephone.

Revision No., Date and Description
05.27.21 - FOR REVIEW
06.02.21 - FOR REVIEW
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Plot Date	Drawing No.
1-Apr-22	A-2023
PROJECT	
161-171 LAWSON AVENUE	
DRAWING TITLE	
ELEVATIONS	

