

SCHEDULE **A**

This forms part of application
Z22-0054

Planner Initials **GA**



City of **Kelowna**
DEVELOPMENT PLANNING

TITLE: PROPOSED SUBDIVISION PLAN OF LOT A, DISTRICT LOT 357, S.D.Y.D., PLAN 30572, EXCEPT PLAN 37931 (662 BERK COURT, KELOWNA)	DRAWN BY: RUNNALLS DENBY <i>british columbia land surveyors</i> 259A Lawrence Avenue Phone: (250)763-7322 Kelowna, B.C. Fax: (250)763-4413 V1Y 6L2 Email: rob@runnallsdenby.com	SCALE: 1:200 (11" x 17")	
	CLIENT: MENETHIL PROPERTIES LTD.	DATE: August 12, 2022	DWG: 16424 PSUB
		FILE No.: 16424	REV. 0

CITY OF KELOWNA
MEMORANDUM

Date: October 14, 2022
File No.: Z22-0054
To: Community Planning & Development Manager (DS)
From: Development Engineering Manager (NC)
Subject: 662 Berk Court

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RU1 to RU4

The Development Engineering Branch has the following comments for this rezoning application for the 662 Berk Court project. The Development Engineering Technician for this project is Chris Pedersen (cpedersen@kelowna.ca). The following Works and Services will be a requirement of this development.

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.
- c. The following requirements assume that this rezoning application will proceed concurrently with Subdivision application S22-0053. If the rezoning proceeds independently of subdivision, servicing requirements will need to be reassessed.
- d. All City Trees must be protected as per Bylaw 8042 Schedule C – Tree Barrier and Installation Policy requirements. Removal of City Trees will require approval by the City’s Urban Forestry Supervisor. Trees will require replacement, at a minimum two for one ratio, or payment of the City of Kelowna Equitable Compensation as defined in Section 8.2 of Bylaw 8042.

2. DOMESTIC WATER AND FIRE PROTECTION

- a. The subject lot is located within the City of Kelowna water supply area.
- b. Our records indicate that this property is currently serviced with a 25-mm diameter water service off Berk Court. Only one service will be permitted per legal lot and each lot must be serviced prior to Subdivision.
- c. The Applicant, at their cost, can choose to either engage an engineer and a contractor to design and construct the water services or can choose to have the services installed by City forces at the Applicant’s expense. If the Applicant chooses to have the services installed by

City forces, they will be required to sign a Third-Party Work Order and pre-pay for the cost of the water services. For estimate inquiries please contact the Development Engineering Technician assigned to the file.

- d. The Applicant's Consulting Mechanical Engineer will determine the domestic and fire protection requirements of this proposed development and establish hydrant requirements and service needs. The bylaw requirement for duplex residential is 60 L/s. If it is determined that upgrades to any other existing water distribution system must be made to achieve the required fire flows, additional bonding will be required.
- e. The fronting water mains in the Buck Road and Berk Court neighborhood are 100-mm diameter asbestos concrete water mains. To improve fire flows to the subject property and the neighborhood, a hydrant is to be installed within 75m of the center of the Berk Court cul-de-sac and the 100-mm diameter water mains on Buck Road from Gordon Drive to Berk Court and on Berk Court from Buck Road to the new hydrant are to be upsized to 200-mm diameter.
- f. The City has identified the required water system upgrades outlined in Item 2.e as a potential Fireflow Upgrade Project and may submit this project for budget approval and installation in 2023. The Applicant can choose to wait for this potential future City-led project at the City's timeline, decision to proceed, and cost, or can choose to proceed immediately with the project at the Applicant's timeline and cost. Deferred Revenue contributions may also be applicable.

3. SANITARY SEWER SYSTEM

- a. The subject property is located within the City of Kelowna sewer service area.
- b. Our records indicate that this property is currently serviced with a 100-mm diameter sanitary sewer service off Berk Court. Only one service will be permitted for each legal lot and each lot must be serviced prior to Subdivision.
- c. Service connections are to be completed with an inspection chamber (c/w Brooks Box) as per SS-S7 and may not be extended at an angle that exceeds 45° from perpendicular to the main. Connection from mains within rear yard right-of-ways will not be permitted.
- d. The Applicant, at their cost, can choose to either engage an engineer and a contractor to design and construct the sanitary services or can choose to have the services installed by City forces at the Applicant's expense. If the Applicant chooses to have the services installed by City forces, they will be required to sign a Third-Party Work Order and pre-pay for the cost of the sanitary services.

4. STORM DRAINAGE


- a. The subject property is located within the City of Kelowna drainage service area. 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 for each lot.
- b. Provide the following drawings:

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- 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), grading directly to a natural drainage path must include adequate erosion control and water quality improvement measures;
 - 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.
- g. Identify clearly on a contour map, or lot grading plan, all steep areas (>30 %). Provide cross sections for all steep areas at each property corner and at locations where there are significant changes in slope. Cross sections are to be perpendicular to the contour of the slope. Show the proposed property lines on the cross sections. Not all areas have a clear top of bank; and therefore, field reconnaissance by City staff and the applicant may be needed to verify a suitable location for property lines.
- h. If individual lot connections are required, ensure that payment of connection fees has been completed (please provide receipt).
- i. 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. Berk Court must be upgraded by the Applicant to an urban standard along the full frontage of the subject property. Cross section will be provided at time of design. Required upgrades must include curb and gutter, storm drainage system, LED street lighting, pavement removal and replacement and re-location or adjustment of utility appurtenances if required to accommodate the upgrading construction.

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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. The utility companies are required to obtain the City's approval before commencing construction.
- b. Before making application for approval of your subdivision plan, please make arrangements with Fortis BC for the pre-payment of applicable charges.

7. 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.**
- 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. Slope stability, rock fall hazard and slippage including the effects of drainage and septic tank effluent on the site.
 - vi. Identify slopes greater than 30%.
 - vii. Top of bank assessment and location including recommendations for property line locations, septic field locations, building setbacks, and ground water disposal locations.
 - viii. Recommendations for items that should be included in a Restrictive Covenant.
 - ix. Any special requirements that the proposed development should undertake so that it will not impact the banks(s). The report must consider erosion and structural requirements.
 - x. Recommendations for erosion and sedimentation controls for water and wind.
 - xi. Any items required in other sections of this document.

8. DEVELOPMENT PERMIT AND SITE-RELATED ISSUES

- a. Only one driveway will be permitted per legal lot with a maximum width of 6.0m.

9. OTHER ENGINEERING COMMENTS

- a. Provide all necessary Statutory Rights-of-Way for any utility corridors required, including those on proposed or existing City lands.

10. 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 application commences, design drawings prepared by a professional engineer must be submitted to the City’s Development Services department. The design drawings must first be “Issued for Construction” by the City Engineer. On examination of design drawings, it may be determined that right-of-ways are required for current or future needs.

11. 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, FEES, AND SECURITIES

- 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. Engineering and Inspection Fee: 3.5% of construction value (plus GST).


 Nelson Chapman, P.Eng.
 Development Engineering Manager

CP

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ATTACHMENT **B**

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City of **Kelowna**
DEVELOPMENT PLANNING

August 22, 2022

City of Kelowna
Urban Planning Department
1435 Water Street, V1Y 1J4
Kelowna, BC

Rezoning Application from RU1 – Large Lot Housing to RU4 – Duplex Housing to Support a 2-Lot Subdivision at 662 Berk Ct.

Introduction

Dear Planning Staff,

The purpose of this application is to rezone the subject property from RU1 – Large Lot Housing to RU4 – Duplex Housing (Zoning Bylaw 12375). Application for a 2-Lot Subdivision has been submitted concurrently. The intent of the project is to construct 2 dwellings in a semi-detached form on each resulting property. The existing dwelling will be removed. Context photos are provided to show the current configuration of the neighbourhood.

Proposed Site Layout

The lot width of each resulting property meets the requirement of the RU4 zone at 18.0m (Proposed Lot 1) and 21.33m (Proposed Lot 2) and can easily support two-dwelling housing. The lot area for each property is 726.5m². No variances are required as part of this application. The parent property is large, and the proposed subdivision will better reflect the lot size of neighbouring properties such as Gordon Drive to the east (4624 – 4636 Gordon Drive).

Official Community Plan Conformance

This proposal conforms to the 2040 OCP – Future Land Use direction of *Suburban Residential*, as two-dwelling residential is a supported use. In addition, the following pillars are met:

1. Stop planning new suburban neighbourhoods.

Creating sensitive infill within existing neighbourhoods reduces the desire for new suburban neighbourhoods to be planned. In turn, those who wish to rent or purchase a new dwelling can do so without constructing a new single-family home in a new neighbourhood. In addition, new construction within existing neighbourhoods eliminates the need to create new service mains which are expensive to build and maintain.

2. Promote more housing diversity.

The *Suburban Residential* Future Land Use designation allows for a range of housing forms within existing suburban neighbourhoods. Two-dwelling housing is a great way to utilize the

existing property and services to create a diverse housing option in a neighbourhood which is located nearby amenities such as schools and parks.

3. Protect our environment.

Constructing two-dwelling housing on an existing building envelope reduces the need for environmental impacts such as blasting, site grading, and tree removal on undeveloped lots.

Project Benefits

In the immediate neighbourhood within a 140m radius, there are 8 properties which are zoned RU4, and 4 properties which have been subdivided under the RU2 zone. In addition, there are 3 properties which have been rezoned to RU1c to increase the density of the neighbourhood. With this in mind, we believe the application is beneficial to the community for multiple reasons.

Firstly, the application will allow for upgrades in a neighbourhood which is beginning to experience sensitive redevelopment with the adoption of the 2040 OCP. The landowner is constructing the dwellings to increase the housing stock in a desirable area of Kelowna with large lots. Secondly, the property is situated near amenities such as the shopping centre at 4600 Lakeshore Road, Barn Owl Brewing, Sarsons Beach Park, H2O Fitness Centre, and the Capital News Centre. Gordon Drive, located nearby the subject property, provides an opportunity for cycling and public transit. Lastly, the subject property is located nearby multiple elementary schools and Okanagan Mission Secondary, making the subject property an excellent location for growing families.

We believe this project creates sensitive infill in an area of Kelowna with great potential. For any questions regarding the application, please contact Urban Options Planning Corp. at the undersigned.

Regards,

Urban Options Planning Corp.
By its authorized signatory, Birte Decloux, RPP MCIP

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