
CITY OF KELOWNA

MEMORANDUM

Date: January 25, 2023
File No.: Z22-0075
To: Planning and Development Officer (MT)
From: Development Engineering Manager (NC)
Subject: 979 & 983 Coronation Ave MF1 to MF2

The Development Engineering Branch has the following comments and requirements associated with this application to rezone the subject properties from MF1 – Infill Housing to MF2 – Townhouse Housing to facilitate a 9-unit townhouse development. The Development Technician for this file is Sarah Kelly (skelly@kelowna.ca).

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.

2. **DOMESTIC WATER AND FIRE PROTECTION**

- a. The subject lots are located within the City of Kelowna water supply area and are each serviced with a 13-mm diameter water service. Only one service is permitted per legal lot. Removal of the existing services and replacement with one new, larger, metered service will be required. This work will be completed by the City in conjunction with a City led watermain upgrade.
- b. 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 Developer will be responsible to provide the City with the water service size required as determined by their consultant. The difference in cost between a 19mm service and the size required to service this development, must be paid by the Developer. Please contact the development technician for this file for further information.
- c. The Bylaw requirement for minimum available fireflow to multifamily residential lots is 150 L/s. Existing 100mm watermain cannot provide minimum fire flows and upgrades to existing water distribution system must be made to achieve the necessary fire flows at the Applicant's cost. Please contact the development technician for this file for further information.

- 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 each of the subject lots are currently serviced with a 100-mm diameter sanitary sewer service. The Applicant's Consulting Mechanical Engineer will determine the requirements of the proposed development and establish the service needs.
- b. Only one service will be permitted. The applicant must contact the City to arrange for the removal and disconnection the existing services and the installation of one new service at the applicants cost, complete with an inspection chamber and Brooks box as per SS-S7 & SS-S9.

4. STORM DRAINAGE

- a. The property is located within an area identified by the City of Kelowna as possibly suited for groundwater recharge. Service connection to the City storm system, complete with onsite detention and flow control, is required for all multi-family land uses.
- b. The City will not permit infiltration to ground except for foundation drainage unless safe use of infiltration is confirmed with submission of a geotechnical report provided by a Professional Engineer competent in the field of hydro-geotechnical engineering. The Lot Grading Plan must show the design and location of this system as well as the the interaction between this system and any retaining walls on the property.
- c. 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.
- 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.
- e. On-site detention systems are to be compliant with Bylaw 7900, Schedule 4, Section 3.11.1 Detention Storage.
- f. 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.
- g. Show details of dedications, rights-of-way, setbacks and non-disturbance areas on the lot Grading Plan.



- h. 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.
- 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 & SITE ACCESS

- a. Only utility upgrades must be completed at this time as the City wishes to defer the frontage upgrades on Coronation Ave and the Laneway to the rear of the subject lot. Therefore, a cash-in-lieu of immediate construction payment is required, and the City will initiate the work on its own construction schedule.
- b. Coronation Ave is classified in the 2040 OCP as a Core Area Local road and must be upgraded to an urban standard along the full frontage of the subject property. Required upgrades to include removal of deteriorated sidewalk and replacement with new 1.8m wide separated sidewalk, barrier curb and gutter, LED street lighting, landscaped and irrigated boulevard, pavement removal and replacement and re-location or adjustment of utility appurtenances if required to accommodate the upgrading construction. A one-time cash payment in lieu of construction must be collected from the applicant for future construction by the City. Please contact the development technician for this file for further information and to confirm cash-in-lieu amount to be paid.
- c. Laneway must be upgraded to an SS-R2 standard along the full frontage of this proposed development, drainage system, pavement removal and replacement, and re-location or adjustment of utility appurtenances if required to accommodate the upgrading construction. A one-time cash payment in lieu of construction must be collected from the applicant for future construction by the City. The cash-in-lieu amount is determined to be **\$14,729.35** not including utility service cost.
- d. All driveway access to the subject lot must be from the laneway.

6. POWER AND TELECOMMUNICATION SERVICES

- a. This development will be responsible for burial of all overhead wires and removal of poles fronting the subject lots.
- b. 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.
- 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. Re-locate existing poles and utilities, where necessary including within lanes. Remove aerial trespass(es).



7. GEOTECHNICAL STUDY

- a. At the time of Building Permit application the applicant is required to provide a comprehensive geotechnical report, prepared by a Professional Engineer competent in the field of hydro-geotechnical engineering to address items below:
 - 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.
- b. 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.

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.

8. 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.

9. 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.

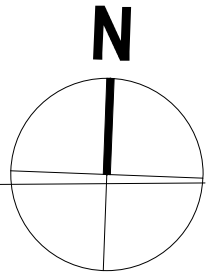
10. CHARGES AND FEES

- 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. Survey Monument Fee: \$50.00 per newly created lot (GST exempt).
 - iii. Engineering and Inspection Fee: 3.5% of construction value (plus GST).
- c. Cash-in-Lieu of Construction Payments:
**Payment must be made with certified cheque or bank draft*
 - i. Coronation Ave Frontage Upgrades: TBD
 - ii. Laneway Frontage Upgrades: \$14,729.25
 - iii. Engineering and Inspection Fee 3.5% of cash-in-lieu + GST

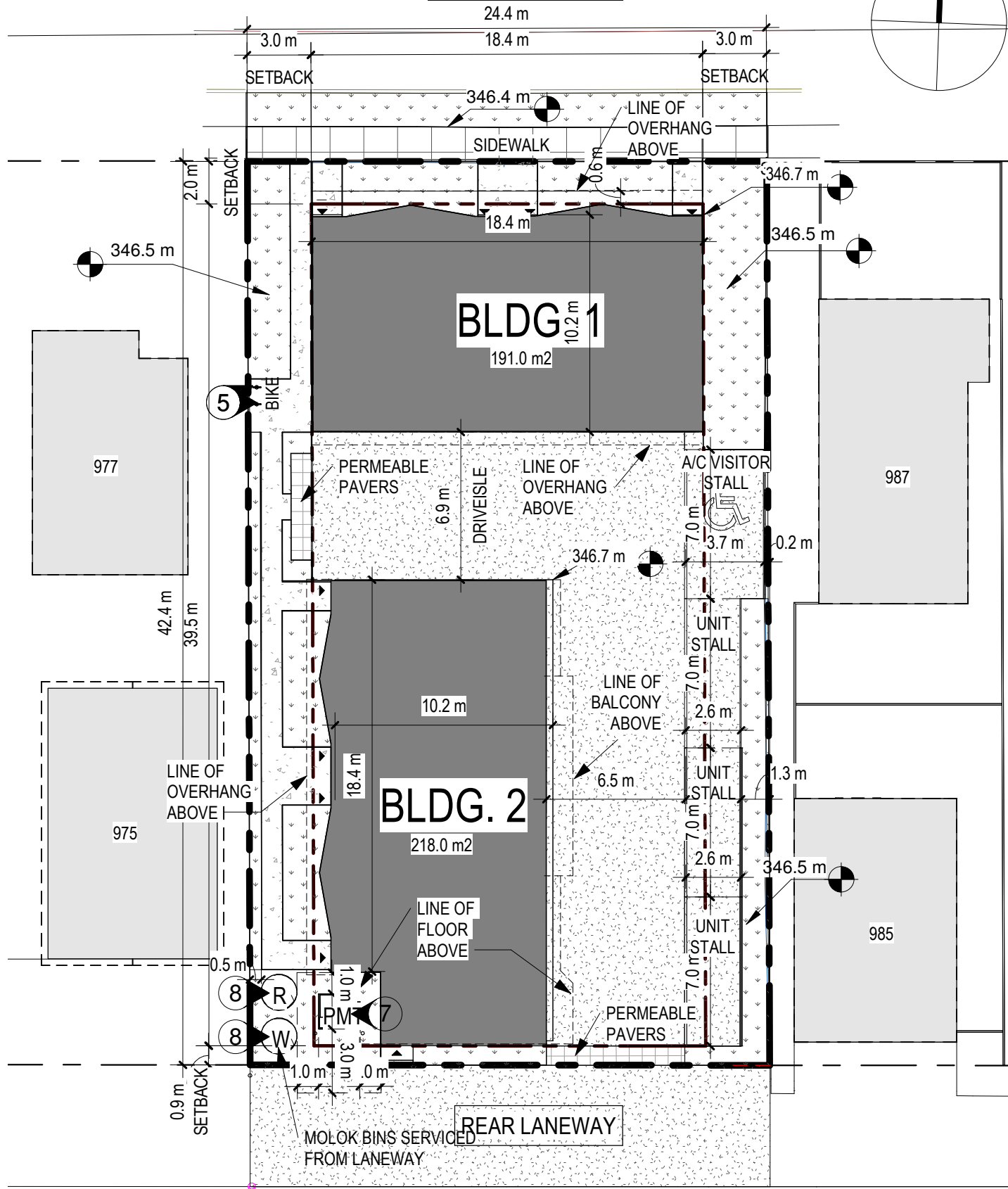
A Sangster on behalf of
Nelson Chapman, P.Eng.
Development Engineering Manager
SK



Planner Initials MT



CORONATION AVE.



FILE: C:\Users\starew\Documents\22721 - CORONATION TOWNHOMES - MF2-SITE-CENTRAL-20_ahouston\B3ZA.rvt
DATE: 2/2/2023 2:07:50 PM
DRAWN BY: Author - CHECKED BY: Checker



SITE PLAN - PROPOSED

DRAWING: D200

22721 CORONATION TOWNHOMES ISSUED FOR RZ/DP - PLANNING REQUEST
799 & 983 CORONATION AVENUE, KELOWNA, BC ON 2023/01/27

PROJECT: 22721
SCALE: 1 : 250