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**CITY OF KELOWNA**  
**MEMORANDUM**



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**Date:** May 23, 2023  
**File No.:** Z23-0024  
**To:** File Manager (TC)  
**From:** Development Engineering Manager (NC)  
**Subject:** 3256 Appaloosa Rd A2 to I2

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The Development Engineering Branch has the following comments and requirements for this application to rezone the subject property from A2 - Agriculture/Rural Residential (Non-ALR) to I2 - General Industrial to facilitate an industrial building development.

The Development Engineering Technician for this project is Cindal McCabe ([cmccabe@kelowna.ca](mailto:cmccabe@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/PLR 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. PROPERTY-RELATED REQUIREMENTS**

- a. Road dedication is required along the Hollywood Rd frontage to achieve up to a 25m ROW in accordance with the preliminary design for the Hollywood Rd 7 DCC project. Preliminary Hollywood Rd plans have been shared with the applicant and will be confirmed prior to final design and Land Titles registration.
- b. Due to the Hollywood Rd DCC project, a Road Reserve is required to be registered on title for the area of the future Appaloosa Rd cul-de-sac. The details of providing future compensation for the land will be determined with the Applicant during the Road Reserve registration process.

**3. SANITARY SEWER SYSTEM**

- a. The applicant will be required to extend the municipal sanitary sewer main from Academy Way along Appaloosa Rd in order to provide sanitary sewer service to the proposed development.
- b. Only one service will be permitted for each legal lot.
- c. Industrial lots require an inspection manhole within the subject lot and an inspection chamber (as per SS-S7, c/w Brooks Box) within the City's ROW as per section 2.16 of Schedule 4 of the Subdivision, Development & Servicing Bylaw No. 7900.

4. **STORM DRAINAGE**

- a. The applicant will be required to extend the municipal storm sewer main from either Academy Way or Hollywood Rd along Appaloosa Rd in order to provide storm sewer service to the proposed development. In either case, the applicant will be responsible to assess adverse downstream capacity and water quality impacts and mitigate, if present.

5. **ROAD IMPROVEMENTS**

- a. Hollywood Rd must be upgraded to a 25 m wide modified SS-R16 urban standard along the full frontage of the subject property. Required upgrades must include curb and gutter, sidewalk, storm drainage system, LED street lighting, landscaped and irrigated boulevard, pavement removal and replacement and re-location or adjustment of utility appurtenances. The City wishes to defer construction of portions of this work to happen in conjunction with the Hollywood Rd 7 DCC project to construct a multi-use corridor along Hollywood Rd. ***The applicant will be responsible for construction of a 1.8m wide concrete sidewalk, boulevard grading, and boulevard landscaping & irrigation (including sod, street trees, and root barrier) to the existing edge of asphalt.*** The City will provide centerline road geometry to assist in design of the sidewalk and boulevard. A one-time cash payment in lieu of construction for the remaining directly attributable frontage improvements must be collected from the applicant for future construction by the City. The cash-in-lieu amount is determined to be **\$148,951.70.**
- b. Appaloosa Rd is classified in the 2040 OCP as an industrial local and must be upgraded to a modified SS-R5 standard along the full frontage of the subject property to facilitate additional corridor density associated with this development. As part of the Hollywood Rd 7 DCC project, Appaloosa Rd is planned to be terminated at Hollywood Rd via addition of a cul-de-sac. The cul-de-sac bulb is to be centered on the alignment and is to extend far enough east so that driveway access can be achieved directly from the cul-de-sac with additional lanes. Therefore, only partial frontage improvements along Appaloosa Rd are required, proportional to and in coordination with the cul-de-sac design. Required upgrades include curb and gutter, sidewalk, 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. Sidewalk, landscaping, and streetlighting is to extend east along the full frontage and connect to the Hollywood Rd sidewalk being constructed per item (a) above.
- c. All Landscape and Irrigation plans require design and inspection by a Qualified Professional registered with the BCSLA and the IIABC, are to be included as a line item in the estimate for the Servicing Agreement performance security. 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 plans are to include photometric calculations demonstrating Bylaw 7900 requirements are met and 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. The utility companies are required to obtain the City’s approval before commencing construction.
- b. Re-locate existing poles and utilities, where necessary including within lanes. Remove aerial trespass(es).

**7.      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.

**8.      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.

**9.      CHARGES, FEES, AND SECURITIES**

- a. Cash-in-lieu of construction payment to frontage upgrades:
  - i. Frontage Improvements                      \$148,951.70
  - ii. Engineering and Inspection Fee        \$5,473.98  
(\$5,213.31 + \$260.67 GST)
- b. Fees per the “Development Application Fees Bylaw” include:
  - i. Engineering and Inspection Fee: 3.5% of construction value of the off-site Works & Services performed by the applicant (plus GST)

  
 Nelson Chapman, P.Eng.  
 Development Engineering Manager