

CITY OF KELOWNA

Initials

MEMORANDUM

Date:

September 8, 2014

File No.:

S14-0053

To:

Subdivision Agriculture & Environment (DB)

From:

Development Engineering Manager (SM)

Subject:

Subdivision Application – PLR Requirements

LOCATION:

629 Greene Road

ZONE RU1

APPLICANT:

Garth Coxford

LEGAL:

Lot 6 Plan 9564

WORKS AND SERVICES REQUIREMENTS

The City's Development Services Department will handle the Works & Services requirements identified below between time of Preliminary Layout Review (PLR) and application for Subdivision Approval. Arrangements for construction must be made before making application for Approval of a subdivision plan. The Development Engineering Technologist for this project is Sergio Sartori.

The following Works & Services are required for this subdivision:

.1) General

The postal authorities must be contacted to determine whether or not a "community mailbox" will be utilized, and if so, its location should be determined and the proposed location shown on the construction plans. Please contact the Canadian Post Corporation, Delivery Services, P.O. Box 2110, Vancouver, B.C. V6B 4Z3 (604) 662-1381 in this regard.

.2 **Geotechnical Report**

Provide a geotechnical report, prepared by a Professional Engineer (a) 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 (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) Any special requirements for construction of roads, driveways, utilities and building structures.
- (iv) Recommendations for roof drains and perimeter drains.
- (v) Site soil characteristics (i.e. fill areas, sulphate content, unsuitable soils such as organic material, etc.).
- (vi) Recommendations for items that should be included in a Restrictive Covenant.
- (vii) Any items required in other sections of this document.

.3 Water

a) The property is located within the City of Kelowna service area. Arrange for an additional lot connection for the new lot before submission of the subdivision plan; including payment of connection fees (provide copy of receipt).

.4 Sanitary Sewer

a) Arrange for an additional lot connection for the new lot and upgrades before submission of the subdivision plan, including payment of connection fees (provide copy of receipt).

.5 Drainage

(a) The property is located within the City of Kelowna drainage service area. The Subdivision, Development and Servicing Bylaw requires each lot be provided with an individual connection; however, the City Engineer may permit use of individual ground water disposal systems, where soils are suitable. For on-site disposal of drainage water, a hydro geotechnical report will be required complete with a design for the disposal method (i.e. trench drain / rock pit).

.6) Roads

- a) Greene Road must be upgraded to a full urban standard including curb, gutter, sidewalk, pavement, street lights, and adjustment and/or relocation of existing utility appurtenances if required to accommodate this construction.
- b) Re-locate existing poles and utilities, where necessary.

.7) Power and Telecommunication Services and Street Lights

a) If the existing area is served by overhead wiring, the service connections may be provided overhead provided that there are no new poles required

- and service trespasses will not be created. If either of these conditions is not satisfied, then underground service will be required for that lot.
- b) Streetlights must be installed on all roads.
- c) Make servicing applications to the respective Power and Telecommunication utility companies. The utility companies are required to obtain the City's approval before commencing construction.
- d) Before making application for approval of your subdivision plan, please make arrangements with Fortis for the pre-payment of applicable charges and tender a copy of their receipt with the subdivision application for final approval.
- e) Re-locate existing poles and utilities, where necessary. Remove aerial trespass (es).

.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 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.

.9) 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.

.10) Other Engineering Comments

- a) Provide all necessary Statutory Rights-of-Way for any utility corridors required, including those on proposed or existing City Lands.
- b) If any road dedication affects lands encumbered by a Utility right-of-way (such as B.C. Gas, 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.

.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 (HST exempt).
 - ii) Survey Monument, Replacement Fee: \$1,200.00 (GST exempt) only if disturbed.

A hydrant levy charge of \$250.00 (250.00 per new lot).

Steve Mulenz, P Eng.

Development Engineering Manager

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CITY OF KELOWNA

MEMORANDUM

Date:

September 8, 2014

File No.:

DVP14-0149

To:

Urban Planning (DB)

From:

Development Engineering Manager (SM)

Subject:

629 Greene Road

Development Engineering comments and requirements regarding this development variance permit application are as follows:

This development variance permit application to vary the side yard setback does not compromise any municipal services.

Steve Muenz, P Eng

Development Engineering Manager

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