

Memo

To: Planning Department
From: Darcy MacKay
Date: November 14, 2024
Subject: Servicing Requirements for the Proposed Development- REVISED

PROJECT: TO REZONE FROM RS-10 SINGLE FAMILY DWELLING ZONE TO RA-11 APARTMENT ZONE TO CONSTRUCT 126 UNITS IN TWO APARTMENT BUILDINGS. VARIANCES ARE REQUESTED.

SITE ADDRESS: 982 ANNIE ST

986 ANNIE ST

988 ANNIE ST

975 MCKENZIE AVE

981 MCKENZIE AVE

985 MCKENZIE AVE

PID: 007-613-849

000-780-944

000-780-961

007-614-071

000-120-294

007-614-136

LEGAL: LOT 7 SECTION 64 VICTORIA DISTRICT PLAN 1319

LOT A SECTION 64 VICTORIA DISTRICT PLAN VIS848 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 OR V, AS APPROPRIATE.

LOT B SECTION 64 VICTORIA DISTRICT PLAN VIS848 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 OR V, AS APPROPRIATE.

LOT 13 SECTION 64 VICTORIA DISTRICT PLAN 1319

LOT 14 SECTION 64 VICTORIA DISTRICT PLAN 1319

LOT 15 SECTION 64 VICTORIA DISTRICT PLAN 1319

DEV. SERVICING FILE: SVS02530

PROJECT NO: PRJ2023-00081

The above-mentioned application for rezoning & Development Permit has been circulated to the Engineering Department for comment. A list of servicing requirements has been attached on the following page(s). To allow Council to deal effectively with this application, we would appreciate confirmation prior to the Council Meeting that the applicant agrees to complete the servicing requirements. Should there be any disagreement with any of these requirements, it should be discussed with the undersigned prior to the Council Meeting.

General Information on Development Servicing

Servicing requirements are stated at this time for the applicant's information. The requirements must be met prior to building permit issuance, including consolidation or subdivision, payments and/or deposits.

Services which must be installed by a developer must be designed by a Professional Engineer hired by the developer and installed under the Engineer's supervision. The design must be approved prior to building permit issuance. The approval process may take up to 30 working days of staff time to complete circulations and request revisions of the Engineer. Certain circumstances can lengthen the approval process.

A Financial sheet is issued with the design drawing which will state:

- 1) The estimated cost of developer installed servicing plus 20% which must be deposited.
- 2) The estimated cost of Municipal installed servicing which must be paid.
- 3) The Development Cost Charges payable.
- 4) Any special conditions which must be met.

This information is not intended to be a complete guide to development procedures. A more complete listing may be found in Section 2 of the Engineering Specifications, Schedule H to Bylaw 7452 (Subdivision Bylaw).

Development Servicing Requirements

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Drain

1. An appropriately sized storm drain connection is required to serve this development from the existing main on Annie Street. Only one drain service connection is permitted. A manhole will be required at property line, in lieu of an inspection chamber and must be placed within the municipal right-of-way. (Required for Building Permit application)
2. A grit and oil interceptor that satisfies Section 3.5.16.5 of Schedule H to the municipality's Subdivision Bylaw must be installed to service the development. (Required for Building Permit application)
3. Stormwater management must be provided in accordance with the requirements of Schedule H "Engineering Specifications" of Subdivision Bylaw. This subdivision/development is within Type 1 watershed area which requires stormwater storage, construction of wetland or treatment train, and sediment basin. For further details, refer to section 3.5.16 "Stormwater Management and Erosion Control" of Schedule H "Engineering Specifications" to the Subdivision Bylaw. Due the amount of foundation drainage that is expected to be present, we would expect this to be included in stormwater management calculations. (Required for Building Permit Application)
4. The applicant must ensure that adjacent properties are not affected by the removal of the municipal drainage SRW and infrastructure crossing the property, or provide alternate drainage connections complying with municipal specifications. Any stormwater conveyed across the property from adjacent properties shall be done so within a registered private easement. (Confirmation Required for Building Permit Issuance)
5. The existing storm main traversing the site is to be removed. The existing SRW will be released. Existing main to be capped at the eastern property line. (Complete)

General

1. Prior to building permit issuance, the Engineering Department requires:
 - a) Payment of all fees including works and services provided by Saanich Public Works, tree replacement fees, administration fees, and Development Cost Charges;
 - b) Construction of offsite works, services, and on-site storm management be completed, or bonding be paid in lieu of, and;
 - c) The applicant enter into a Works and Services Agreement.
2. Bonding and Public Works estimates are based on the approved detailed design drawings for off-site works, services, and on-site stormwater management. Review and approval times for design drawings are a minimum 3 months and should be submitted for approval to the Engineering Department before any Building Permit application to minimize delays. Completed 3rd party utility drawings (BC Hydro, FortisBC, Telus, and Shaw, as applicable) must accompany the design drawing submission. (For Information)
3. All relevant precautions in Part 8 of the BC Building Code "Safety Measures at Construction and Demolition Sites" must be provided by the contractor. (Required for Building Permit issuance)
4. This proposal is subject to the prevailing municipal development cost charges. (Required for Building Permit issuance)
5. A construction fire safety plan for the project is to be prepared in accordance with the BC Fire Code. Two draft plans (1 hard copy/1 digital) are to be submitted to the Fire Prevention Division for review and comment. A \$100 review fee is to be paid (cash or cheque) at the time of submission. (Required for Building Permit issuance)
6. Excavation activities must be carried out in accordance with Stage 14 Amendments to the Contaminated Sites Regulation (CSR) under the Environmental Management Act. As the District of Saanich is subject to the CSR, any testing and disposal fees incurred from works Installed by District of Saanich Forces will be at the expense of the applicant. (For Information)
7. The Emergency Communications System for the proposed buildings must meet the minimum requirements of Part 16 of Saanich Building Bylaw, 2019, No.9529 upon completion. Contact Roy Thomassen of Building Inspections at 250-475-5562 for further information. (For Information)
8. Letter of commitment from the registered professional of record is required stating the standpipe system shall be progressively installed during construction as per the 2024 BC Building Code. (Required for Building Permit issuance)

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9. An underground utilities design brief (tech memo, signed and sealed) must be prepared by a P. Eng. indicating existing conditions, proposed storm drain, water and sanitary sewer loading/demand and design criteria applied/assumptions made. Provide a plan of the project site and infrastructure to determine trunk intersection and/or outfall. The District will determine any necessary system improvements as a result of the proposed development. Please provide all uses including residential, commercial, and fire flows in the report (as applicable). Modeling of the existing sanitary and water systems will be required and will be undertaken by the District at applicant's expense as it does not appear the existing systems have adequate capacity. The brief provided assumes an empty sanitary pipe, however, this is not an accurate assumption. (Required for Building Permit Application)
10. All garbage, recycling, and compost storage and pickup activities must be contained on-site. The proposed operation of staging bins on private property within a garbage staging area off Annie Street is acceptable. (For information)
11. There is potential for an existing retaining wall to be buried along McKenzie Ave between Saanich Rd and Morgan St, which shall be removed by the applicant in its entirety if discovered. (For Information)
12. A pumper connection for the fire sprinkler system must be provided at a location acceptable to the fire department and within 45 m of a fire hydrant. This pumper connection is to be free-standing and outside of collapse zone of the building. (Complete)
13. A Construction Parking Management Plan, to the satisfaction of the Director of Engineering, must be provided prior to the issuance of a building permit to develop the subject site. The Plan must address how construction vehicles will access the development site as well as how the vehicle staging and parking necessary to support construction of the development will be managed on site. (Required for Building Permit issuance)

Hydro/tel

1. Underground wiring is required to service the development. (Complete)

Road

1. Property dedication of 5.18m is required along the entire McKenzie Ave frontage of the development. (Complete)
2. McKenzie Ave, fronting this proposal, must be improved to Major Road standards with All-Ages-and-Abilities Active Transportation infrastructure including 3.1m and 3.3m travel lane widths, new concrete curb and gutter, 1.8m landscape buffer, 2.0m bike lane, 2.0m boulevard, and 2.5m separated sidewalk located 100mm from the property line. Roadside pull-outs will not be permitted. (Required for Building Permit Application)
3. Annie Street, fronting this proposal, must be improved to Local Urban Residential municipal standards complete with concrete curb, gutter, and sidewalk. Improvements are to include improving the existing turnaround such that it is in accordance with DES 30. A 2.15m non-separated sidewalk will be required fronting the development. Property dedication will be required to facilitate these improvements. A statutory right-of-way for public access will be acceptable for the sidewalk, provided that cul-de-sac gutter line falls min. 0.3 m within the road allowance. (Complete)
4. The McKenzie Ave frontage works specified above are to be continued beyond the limits of the property lines, to Saanich Road and to Morgan Street, by the applicant, at the District's expense. Some variation to the widths and positions of boulevards will be considered for the purpose of preserving trees and providing planting room. (Required for Building Permit application)
5. The developer is required to work with MODO to secure a MODO vehicle for Annie St. Provision of a car-share vehicle and memberships shall be secured by covenant on title. The on-street stall shall be energized and furnished with a Flo SmartTWO EV Charger and underground wiring at the expense of the developer. Improvements to the adjacent sidewalk shall be as required to facilitate the EV charger placement. (Required for Building Permit application)
6. A 2m wide paved connection shall be provided between the proposed bike lane and sidewalk, aligning with the building entrance stairs/ ramp. (Required for Building Permit Application)
7. The TIA prepared by Bunt & Associates dated June 14, 2024 indicates that the northbound left turn on Saanich Road will be over capacity. The available storage is to be increased to 40m in length. (Required for Building Permit Application)

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8. The combined parkade and garbage/loading staging driveway is approximately 13.20m in width. The maximum width permitted is 10m. The applicant must seek a variance to the Driveway Access Bylaw and Subdivision Bylaw or reduce the width to 10m. (For Information)

Sewer

1. An appropriately sized sanitary sewer connection is required to serve this development from the existing main on Annie Street. Only one sewer connection is permitted. A manhole will be required at the connection point to the existing main. (Complete)
2. Sanitary sewer loading calculations are required for this project from a consulting engineer, as per the requirements of Section 3.4.2.3 of Schedule H to the Subdivision Bylaw, to determine whether the existing system can accommodate the additional flow or if upgrading is required. See technical memo requirement in the General Requirements. (Required for Building Permit Application)
3. The applicant must ensure that adjacent properties are not affected by the removal of the municipal sewer SRW and infrastructure crossing the property, or provide alternate sewer connections complying with municipal specifications. (Action Required)
4. The existing sanitary main traversing the site is to be removed. The existing SRW will be released. Existing main to be capped at the eastern property line. (Complete)

Water

1. Fire flow requirement calculations for this project must be submitted by the consulting engineer based on Fire Underwriters Survey to allow the municipality to determine whether the existing water system can provide the required flow or upgrading is required. See technical memo requirement in the General Requirements. Subject to the results of the analysis, looping of the water main through a new statutory right-of-way across the development site may be required. This analysis and any subsequent upgrades needed are a requirement of Building Permit, however, is recommended that this be confirmed at the Development Permit stage.
2. A suitably sized water service must be installed to serve the proposed development in accordance with AWWA Manual M22. A separate fire line will be required; both the water service and fire line must connect directly to the existing water main on McKenzie. Only one pair of water service connections is permitted. (Required for Building Permit Application)
3. The existing water services are to be capped and abandoned. (Complete)