

Attachment 9

Engineering Servicing Memo

Memorandum

To: Wendee Lang, Planning Analyst

Date: January 18, 2022

From: Hardeep Maghera, Senior Engineering Technologist

File: PRJ-009409

Ref: DRF00263

Subject: OFF-SITE WORKS AND SERVICES REQUIREMENTS FOR 102 SEVENTH AVENUE –
HERITAGE RETENTION WITH INFILL DUPLEX (HER00821) - Revised

We are responding to the application as referenced above recirculated on January 10, 2022 for a proposed Heritage Revitalization Agreement and identified the following details that will need to be addressed as part of this application:

1. The applicant shall, at a minimum, be aware of, or familiarize themselves with the following documents and plans:
 - Subdivision and Development Control Bylaw
 - Tree Protection and Regulations Bylaw
 - Erosion and Sediment Control Bylaw
 - Master Transportation Plan
 - Street and Traffic Bylaw
2. The on-site sanitary sewer connections and storm sewer systems (perimeter drainage and roof leaders) will need to be fully separated for each Lot. Discuss all on-site service/utility connection details with Development Services, Building and Plumbing Division at (604) 527-4580.
3. All site drainage works shall be designed and constructed in accordance with the City's Erosion and Sediment Control Bylaw 7754, 2016. The developer shall retain a qualified professional to ensure that the design and implementation of the erosion and sediment controls meet the requirements outlined in the Bylaw.
4. All existing trees are to be protected in accordance with the City's Tree protection and Regulation Bylaw No. 7799, 2016 and any trees identified for removal will need to have a permit approved and in place prior to removal.

Provided you are successful in obtaining Council's approval for the Heritage Revitalization Agreement (HRA), and the intent is to create two fee simple lots the Engineering Department requirements under the Subdivision and Development Control Bylaw include but are not necessarily limited to the following:

5. Submission of an application for subdivision for the additional Lot accompanied by a BC Land surveyor's Proposed Subdivision and Topographic Survey Plan. The Subdivision Application Form can be found on the City's website under 'Subdivision Process' or at the Engineering Front Counter at City Hall. This process can run parallel to the HRA process.
6. Provide a 3.0m x 3.0m corner truncation as a dedication at the corner of First Street and the lane.
7. Statutory Right of Way Agreement for Parking and Access is required over the duplex lot in favor of the new lot with the existing dwelling to the satisfaction of the City.
8. The existing combined service to the heritage house is satisfactory to continue servicing the proposed new lot with the existing house.
9. The existing water service connection was installed in and old service installed in 1941 and will require an upgrade. Payment of a **\$10,000.00** deposit towards the estimated cost of installation, by the City, of one (1) new 19mm water service connection on Seventh Avenue, complete with a Brooks box and meter setter at property line to service the proposed new Lot. If a fire sprinkler system is proposed for the heritage house, the owner will need to retain the services of a mechanical engineer to determine the appropriate size of the service connection required. A revised deposit estimate will be provided once the service size is confirmed.
10. Payment of a **\$15,000.00** deposit towards the estimated cost of installation, by the City, of one (1) new 100mm combined sewer service connection on First Street at maximum depth available, complete with an inspection chamber at property line to service the proposed new Lot.
11. Payment of a **\$20,000.00** deposit towards the estimated cost of installation, by the City, of one new water service connection on First Street, complete with a Brooks box and meter setter at property line to service the proposed new Lot. The owner will need to retain the services of a mechanical engineer to determine the appropriate size of the service connection required. The deposit estimate will be reconfirmed once the service size is confirmed.

OFF-SITE WORKS AND SERVICES

12. Under the City of New Westminster Subdivision and Development Control Bylaw No. 7142, 2007 and amendments thereto, the developer for the above noted property is required to enter into a Works and Services Agreement with the City addressing all off-site servicing requirements. The off-site services will be identified during the detailed development review and will be required prior to issuance of a building permit. These works could include but may not be limited to the following generally described servicing:

ROADWORKS

The subject site is bounded by First Street to the west, Seventh Avenue to the north and an established 6.10 m wide lane to the south. According to the City's Office Community Plan, First Street and Seventh Street are designated as a local roads.

First Street

12.1. First Street shall be reconstructed up to road centerline based on the following minimums:

- New concrete curb and gutter along the frontage complete with new pedestrian letdowns. Existing CBs to be adjusted to new gutter.

Seventh Avenue

12.2. Seventh shall be reconstructed up to road centerline based on the following minimums:

- New concrete curb and gutter along the frontage complete with new pedestrian letdowns. Existing CBs to be adjusted to new gutter.
- New 1.6m (1.8m) Concrete sidewalk.

Lane

12.3. Construction of half width of the lane frontage complete with curb and gutter. Reconstruction of the existing road structure shall be based on the analysis of a Benkelman Beam Test, or other approved method, carried out on the existing road which is to be upgraded. If the test results are proven satisfactory, the minimum requirement shall be a mill and overlay.

Driveway Access

12.4. All proposed vehicular access for the proposed lots shall be from the lane.

12.5. All access requirements shall meet City Bylaw specifications

Electrical, Telecommunication and Gas

12.6. All costs associated with the design and conversion of the existing overhead electrical and telecommunication utilities on the roadways adjacent to the site with an underground system for the development. Please contact Marc Rutishauser in the City's Electrical Operations Department at (604) 524-4533 for electrical and City communication servicing details. Contact Telus and Shaw directly for telecommunication servicing details.

- 12.7. City communication conduit shall be provided in accordance with the City's Intelligent City Design requirements as it pertains to the Fiber Optic Network and Street Lighting Design. For further information, please contact Phil Kotyk, Fiber Network Operations Manager at (604) 524-4641.
 - 12.8. All costs associated with the design and construction of gas servicing for the development. Please contact Fortis BC directly for servicing details.
 - 12.9. All third party utility construction drawings shall include the Civil Design Drawings base plan and must be submitted to the City's Engineering Services Division for review and approval. The developer's consulting engineer shall ensure that the design of all third party utilities, including New Westminster Electrical, have been coordinated with the Civil Design Drawings. Coordination of the drawings must be completed prior to the issuance of the Works and Services Agreement.
13. The preparation of detailed design drawings by a qualified Professional Engineer for the off-site works and services to the satisfaction of the City and in accordance with the City's Design Criteria, Supplemental Specification and Detail Drawings, and Master Municipal Construction Documents. The engineering design drawings for the proposed works may include the following plans:
- Road works
 - Storm drainage collection facilities
 - Sanitary sewer collection facilities
 - Water distribution facilities
 - Street lighting
 - Boulevard preparation for tree, irrigation and drainage
 - Topographical and lot grading plans
 - Erosion and sediment control plans
 - Electrical power supply and distribution facilities
 - Telecommunication Servicing Plans
 - Gas facilities
14. Under the Works and Services Agreement with the City, the developer must address the following requirements:
- 14.1. Employment and retention of a Professional Engineer to prepare and seal the design drawings; to provide a Resident Engineer for inspection of all design and construction related problems; to prepare, certify and seal "As Constructed" drawings, including landscape & irrigation drawings and to certify that all materials supplied and works performed conform to City standards as contained within the Subdivision and Development Control Bylaw and/or the Master Municipal Construction Documents;
 - 14.2. The developer will be required to post a security deposit for 120% of the estimated construction cost of the off-site servicing works including GST. The security deposit shall be in the form of an Irrevocable Letter of Credit or cash deposit. The security

deposit will be reduced once the off-site works are completed to the satisfaction of the City less a 10% holdback. Upon issuance of a Certificate of Completion by the City, the 10% security deposit will be held for a two year maintenance period;

15. The following payments and deposits shall be paid at the time of execution of the Works and Services Agreement:

15.1. Payment to cover the cost of preparing the Works and Services Agreement, currently **\$1,870.00** plus tax;

15.2. Payment of **four percent** (4%) of the estimated construction costs to cover the engineering and administrative costs incurred by the City;

15.3. Under the Works and Services Agreement the developer will be required to pay a deposit of **\$5,000.00** to cover and charges for emergency works and signage.

15.4. Payment of a deposit (**\$728.00 per Tree**) towards the cost to the City for selecting, purchasing, installing, establishing and maintaining Street Trees. The City anticipates installing **four (4)** trees along the First Street frontage.

15.5. Signing of a latecomer waiver clause.

16. Submission of any easement s or right of way documents required by the City in relation to the proposed development.

17. The following charges shall be paid at the time of either Subdivision or Building Permit issuance:

17.1. Payment of applicable Greater Vancouver Sewerage & Drainage District (GVS&DD) Development Cost Charges in accordance with Bylaw 187, 1996 and amendments.

17.2. Payment of applicable New Westminster Development Cost Charges in accordance with Bylaw 7311, 2009 and amendments.

17.3. Payment of applicable School Site Acquisition charges in accordance with School District #40 Capital Bylaw No. 2008-1.

17.4. Payment of applicable Regional Transportation Development Cost Charges in accordance with Bylaw No. 124-2018.

Should the applicant chose to stratify the heritage house, it will be required to be Building Code compliant as required under the Strata Property Act. The applicant is encouraged to discuss this process with the Building and Planning Department.

If you have questions, please contact me at 604-527-4545 or hmaghera@newwestcity.ca.

Thank you,



Hardeep Maghera, A.Sc.T, BC-CESCL
Senior Engineering Technologist

cc L. Leblanc, Director of Engineering Services
 E. Wat, Manager, Infrastructure Planning
 F. Jin, Transportation Technologist
 E. Mashig, Manager, Horticulture and Parks and Open Space Planning
 M. Rutishauser, Acting Manager, Electrical Engineering Design & Planning
 P. Kotyk, Fiber Networks Operations Manager
 J. Krevs, Senior Plan Reviewer