



COUNCIL REPORT
Development Services
For the May 28, 2019 Council Meeting

DATE: May 21, 2019 File: PRSTR20190177
TO: Jim Zaffino, CAO
FROM: Jason Sandberg, Development Engineer
RE: Application: Strata Building Conversion
Legal: Lot 1, DL 5057, Plan KAP41637
Address: 2311 Carrington Road
Owner: Sunlake Construction LTD.
Agent: Ron Knight, CFO Sunco Drywall LTD.

RECOMMENDED MOTION:

THAT Council approve the conversion of a mixed-use building, located at 2311 Carrington Road, into strata titled units.

RATIONALE:

The original intent of this development in 2008 was to stratify the development in this manner. Due to market conditions the first of two buildings was rented out and occupied before the second of two buildings was developed.

LEGISLATIVE REQUIREMENTS:

When making a decision, Section 242 of the *Strata Property Act* guides the approving authority to consider, among other things:

- **Vacancy rate study prepared by an independent agency**
 - The Canadian Mortgage and Housing Corporation (CMHC) Rental Market Report for October 2018 noted a 0.9% vacancy rate for Two Bedroom Rental Units (*Attachment 3*).
 - Westbank Town Centre is currently experiencing significant growth in rental market development as demonstrated in the following table:

<u>Address</u>	<u>Number of Units</u>	<u>Notes</u>
3635 Carrington Road	240	Constructed
3641 Elliott Road	140	Services Being Installed
Gellatly Road(Adjacent to Canyon Ridge)	169	Awaiting BP Submission
3623 Elliott Road	193	Approved by Council
2200 Majoros Road	186	DP under Review
2250 Majoros Road	48	Constructed
Total	976 Units	

- **A structural engineer's report certifying the structural adequacy of the building to be converted, along with the engineer's estimate of the usable life of the building's components.**
 - Refer to the April 2nd RJC Report (*Attachment 4*). In general, visual review found no evidence of structural distress.
- **A report from the Building Department shall accompany stating the status of the existing building and providing a list of any deficiencies;**
 - Inspections of the property were carried out by the City's Senior Building Inspector and subsequently a passed Final Inspection Report was achieved March 1, 2019 without conditions. (*Attachment 5*).
- **Common Amenities**
 - Development Permit DP 17-17 was Council approved for the new building adjacent to the existing and included provisions to provide adequate landscaping, parking, and amenity space for both buildings combined. The property around the existing building (to be strata converted) had previously been fully landscaped.
 - Majoros Park is a notable off-site amenity adjacent to the development.
- **The owner/developer's plan for the resettlement of the present tenants of the building to be converted.**
 - The three existing residential units are occupied. There is no intention to displace these residents. Refer to letter from Sunlake Construction (*Attachment 6*).

Strata Building Conversion Policy Review:

On December 16, 2008 Council approved the Strata Building Conversion Policy for previously occupied buildings. The Policy outlines the criteria for Council's consideration of a requested conversion, in line with Section 242 of the *Strata Property Act* (Attachment 7).

BACKGROUND:

The subject property is located within the Westbank Centre. The property is currently zoned Urban Centre Commercial Zone, (C1) and is situated in an area that has several multi-family properties (Attachments 1 & 2).

The mixed-use building contains three occupied 2-bedroom rental units on the second floor, a vacant main floor, and a vacant basement.

FINANCIAL IMPLICATIONS:

There are no financial implications to the City of West Kelowna and all application fees have been paid.

ALTERNATE MOTIONS:

1. Postpone Consideration of Application No: PRSTR20190177

THAT Council postpone consideration of Application No: PRSTR20190177

Should Council postpone consideration of the proposed bylaw amendments, further direction to staff on how to proceed is required.

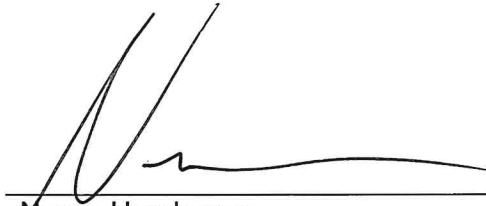
2. Deny Consideration of Application No: PRSTR20190177

THAT Council deny File: Z 19-02 and direct staff to close the file.

Should Council deny the proposal, the file will be closed. As per the City's Procedures Bylaw, the applicant could re-apply for a similar proposal 6 months after initial Council consideration.

Respectfully submitted,


Jason Sandberg
Development Engineer


Nancy Henderson
General Manager of Development Services



Bob Dargatz
Development Manager/Approving
Officer


Brent Magnan
Planning Manager

Powerpoint: X Yes No

Attachments:

1. Area Context Map
2. Subject Property Map
3. CMHC Rental Market Report October 2018
4. RJC Building Condition Assessment
5. City of West Kelowna – BP Final Inspection Report
6. Letter from Sunlake Construction
7. Strata Building Conversion Policy Manual

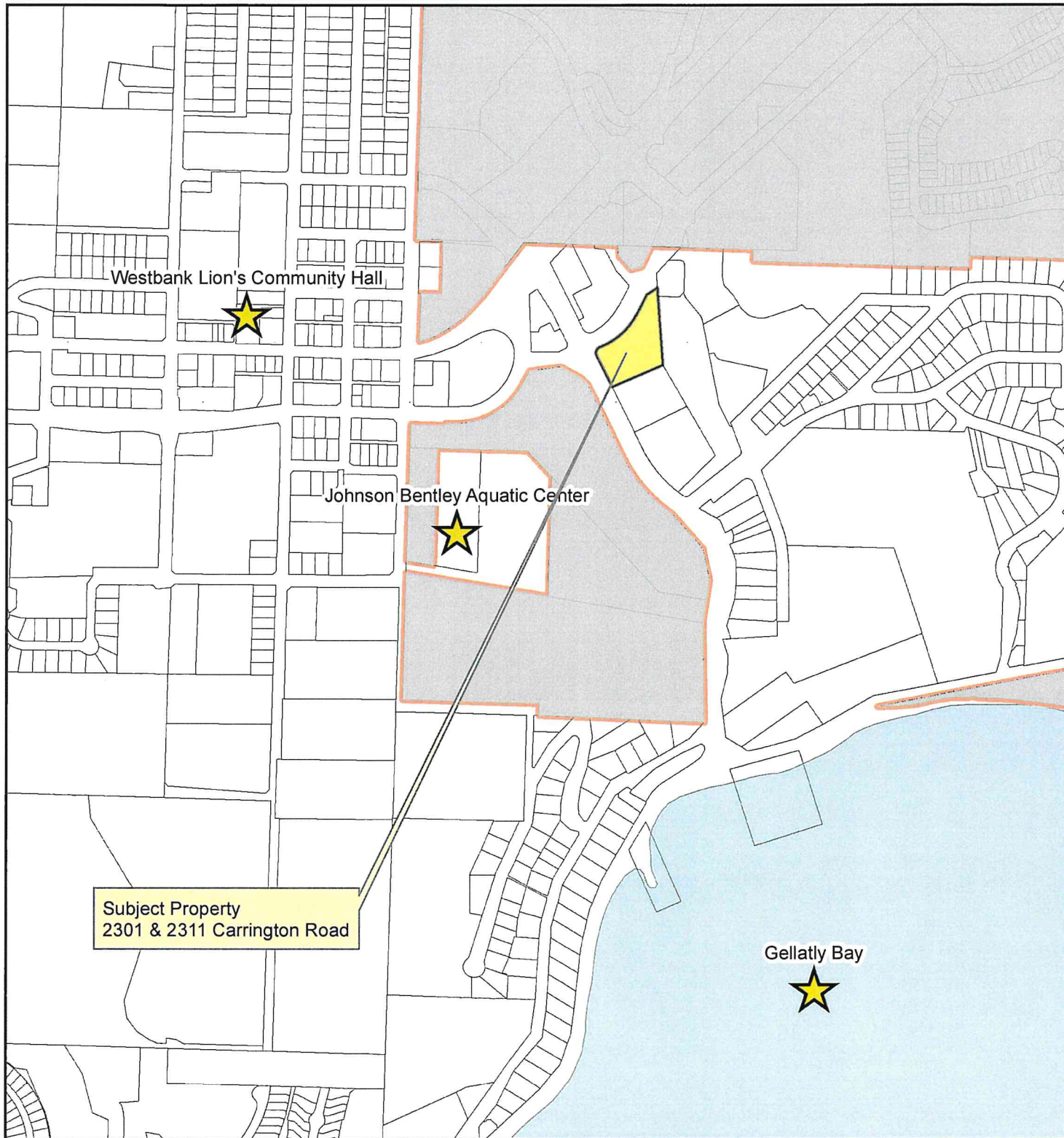
Approved for Agenda	
 Jim Zaffino, CAO	<u>May 21, 2019</u> Date



CITY OF
WEST
KELOWNA

CONTEXT MAP: DP 17-17

Attachment #1



File: DP 17 - 17

Legal Description: Lot 1 DL 5057 ODYD Plan 41637

 Subject Property

 District Boundary

0 135 270 540
Metres



Path: H:\DEVELOPMENT SERVICES\PLANNING\3060 Development Permits\3060-20 Permits\2017\DP 17 - 17 2301 & 2311 Carrington Rd\Maps\Context.mxd 1:9,000

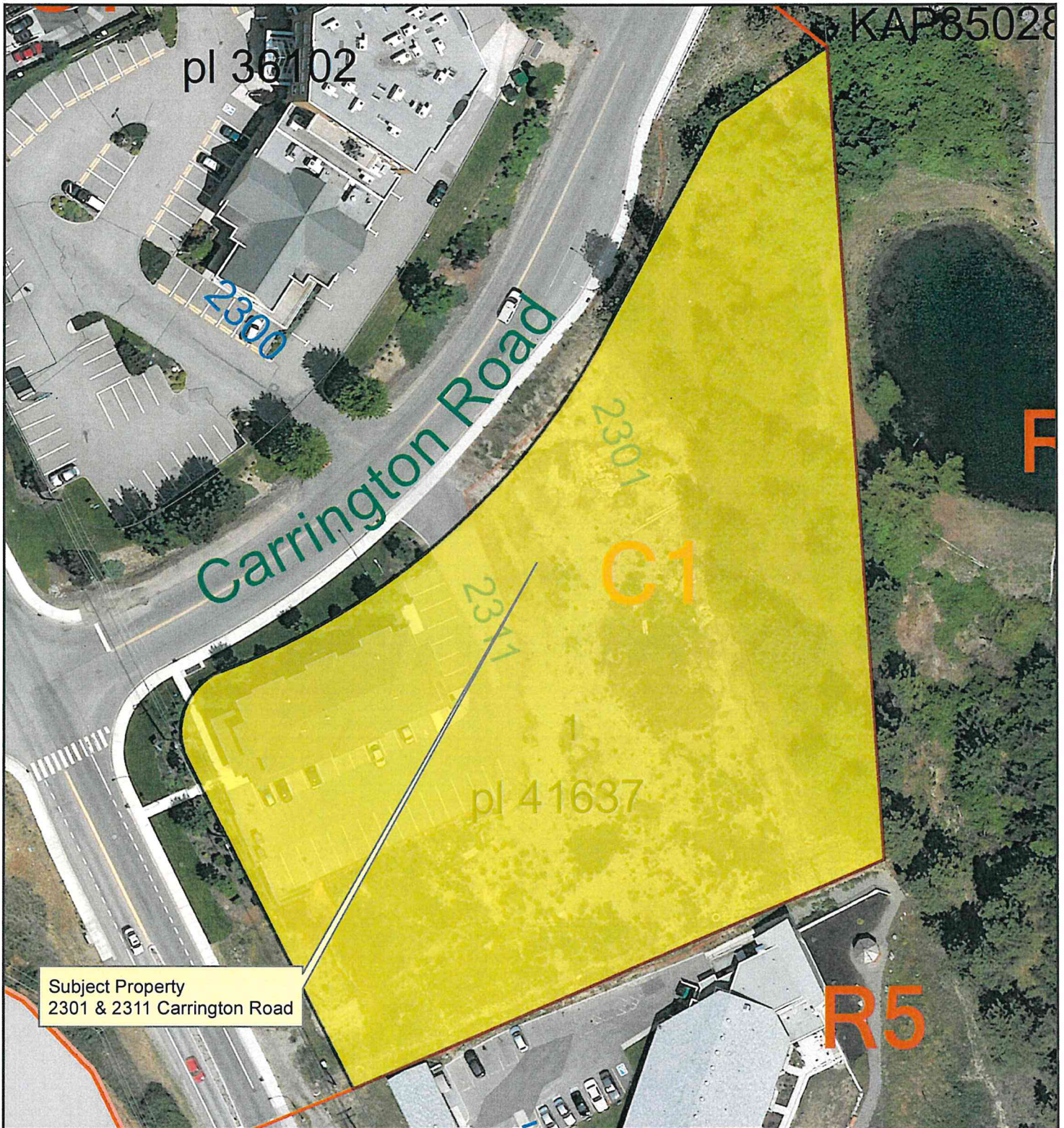
Date: 13/07/2017



CITY OF
WEST
KELOWNA

Attachment #2

SUBJECT PROPERTY: DP 17-17



File: DP 17-17

Legal Description: Lot 1 DL 5057 ODYD Plan 41637

LEGEND

- Subject Property
- Zoning Boundary
- Parcels

0 12.5 25 50 Metres

1:850



HOUSING MARKET INFORMATION

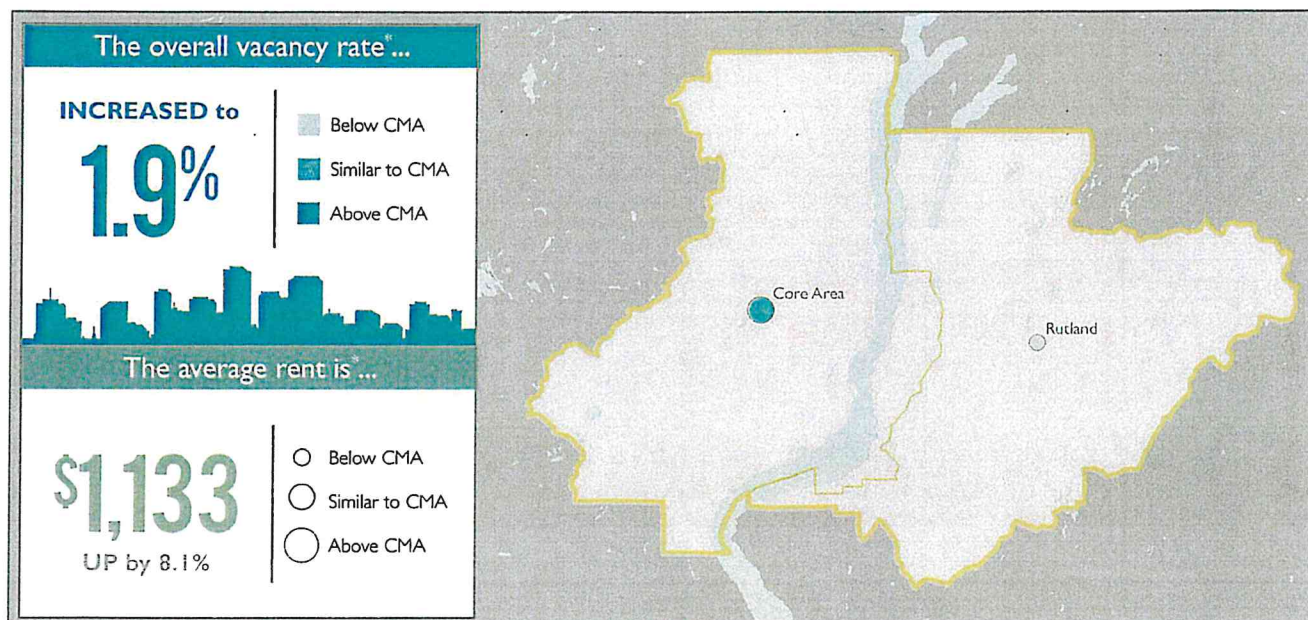
RENTAL MARKET REPORT

Kelowna CMA



CANADA MORTGAGE AND HOUSING CORPORATION

Date Released: 2018



PRIMARY RENTAL MARKET (by bedroom type)			
Bachelor	One bedroom	Two bedroom	Three or more bedrooms
0.3%	3.5%	0.9%	1.4%
Vacancy Rate	Vacancy Rate	Vacancy Rate	Vacancy Rate
\$890 Avg. Rent	\$1,003 Avg. Rent	\$1,267 Avg. Rent	\$1,397 Avg. Rent

"Vacancy rates rose as supply increased at a faster pace than demand."

Taylor Pardy
Senior Analyst, Economics

*CMHC collects data on the primary and secondary rental market annually, in the fall. These data refer to the primary rental market, which only includes rental units in privately-initiated apartment structures containing at least three rental units. The secondary rental market covers rental dwellings that were not originally purpose-built for the rental market, including rental condominiums. The primary vacancy rate and rent level is based on all surveyed structures, while the rent increase is based only on structures common to the survey sample in both the current and previous year.

Key analysis findings

- New supply of purpose built rental apartments outpacing growth in demand has resulted in apartment vacancy rates increasing across all bedroom types.
- The two-bedroom average rent was \$1,267 in October 2018 compared to \$1,151 in October 2017.
- Continued strong increases in same-sample rents were driven by demand and turnover adjustment to market rates.

Vacancy rates increased in 2018 as supply increases

According to the results of the primary Rental Market Survey conducted in October 2018, the apartment vacancy rate in the Kelowna CMA was 1.9%, compared with 0.2% in October 2017. The increase in vacancy rate can be attributed to a significant increase in the number of primary apartment rental units, outpacing the increase in demand for rental units, between the October 2017 and 2018 surveys.

The primary rental market universe expanded by 499 units between the October 2017 and October 2018 surveys. These new additions, included a significant number of two-bedroom units.

Demand for rental increased in 2018, however, some factors influencing demand have begun to moderate

Demand for primary apartment rental units remained robust in 2018. Individuals aged 15-24 years old, 25-34 years old and 55 years and older have been core sources of demand for rental over the past few years. These represent students, young working-age individuals and retirees/seniors. To some degree, demand for rental from these cohorts has also been increasing due to shifting preferences towards rental accommodation.¹ Demand from rising employment among younger working aged individuals and new grads has also supported rental demand over the past few years, however, this trend has begun to wane (see Figure 1).²

SUBSCRIBE NOW!

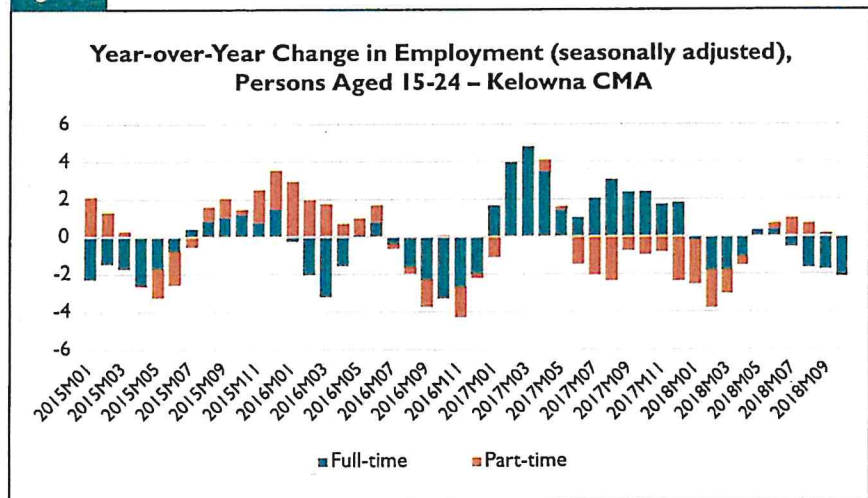
Get email notifications when CMHC publications are released or updated. Sign up for a free myCMHC account for enhanced site access, including one-click subscriptions to the reports and tables that matter to you.

Get your [myCMHC account](#) today!

Additionally, on a provincial level, interprovincial migration has moderated since mid-2017. Interprovincial migration has been a key source of rental demand in Kelowna over the past three years and this will be a key trend to watch going forward.

Over the past 3 years, population growth in the Kelowna CMA resulted in increased competition for listings in the resale market and resulted in stronger sales and price growth across all segments. Growth in prices over the past 3 years, including into

Figure 1



Source: Statistics Canada – Labour Force Survey (LFS)

¹ Statistics Canada – Census 2016 data show that there has been significant growth since 2011 in the number of renter households in the Kelowna CMA for individuals between the ages of 20 and 44 as well as individuals aged 55 and older.

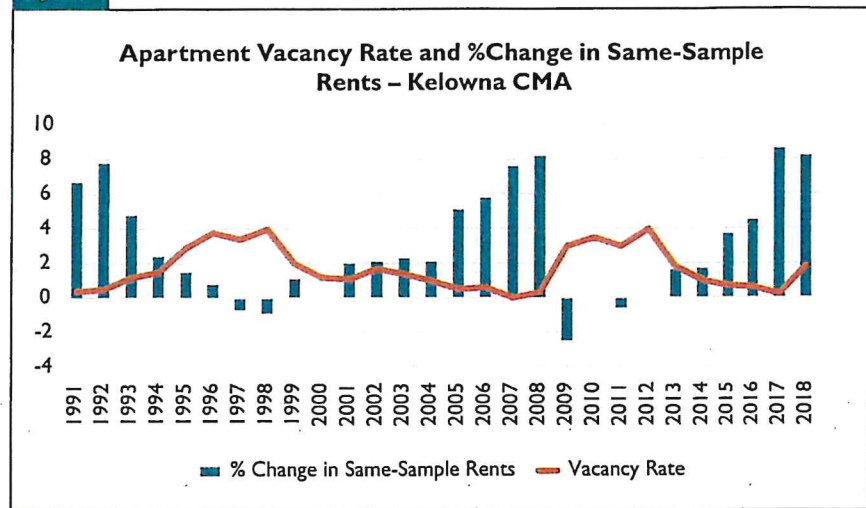
² Statistics Canada – CANSIM Table 14-10-0095-01 – Labour Force Survey estimates (LFS), by census metropolitan area based on 2011 Census boundaries, three-month moving average, unadjusted for seasonality – CMHC adjusted for seasonality

2018, may have resulted in some potential new homeowners delaying their decision to purchase while choosing to remain in rental accommodation – also contributing to sustained rental demand.

Vacancy rates increase significantly regardless of age of structure

Primary apartment vacancy rates for all unit types, regardless of the age of structure, increased significantly in October 2018 relative to October 2017 (see Table 1.2.1). Of particular interest is the fact that the vacancy rate for units built in the year 2005 or later remained relatively low considering that the total apartment rental universe increased by over 10% in 2018. This suggests that rental demand from newcomers to Kelowna combined with turnover, with a preference for new units, caused vacancy rates to rise across all segments while keeping vacancies recorded in newer units modest.

Figure 2



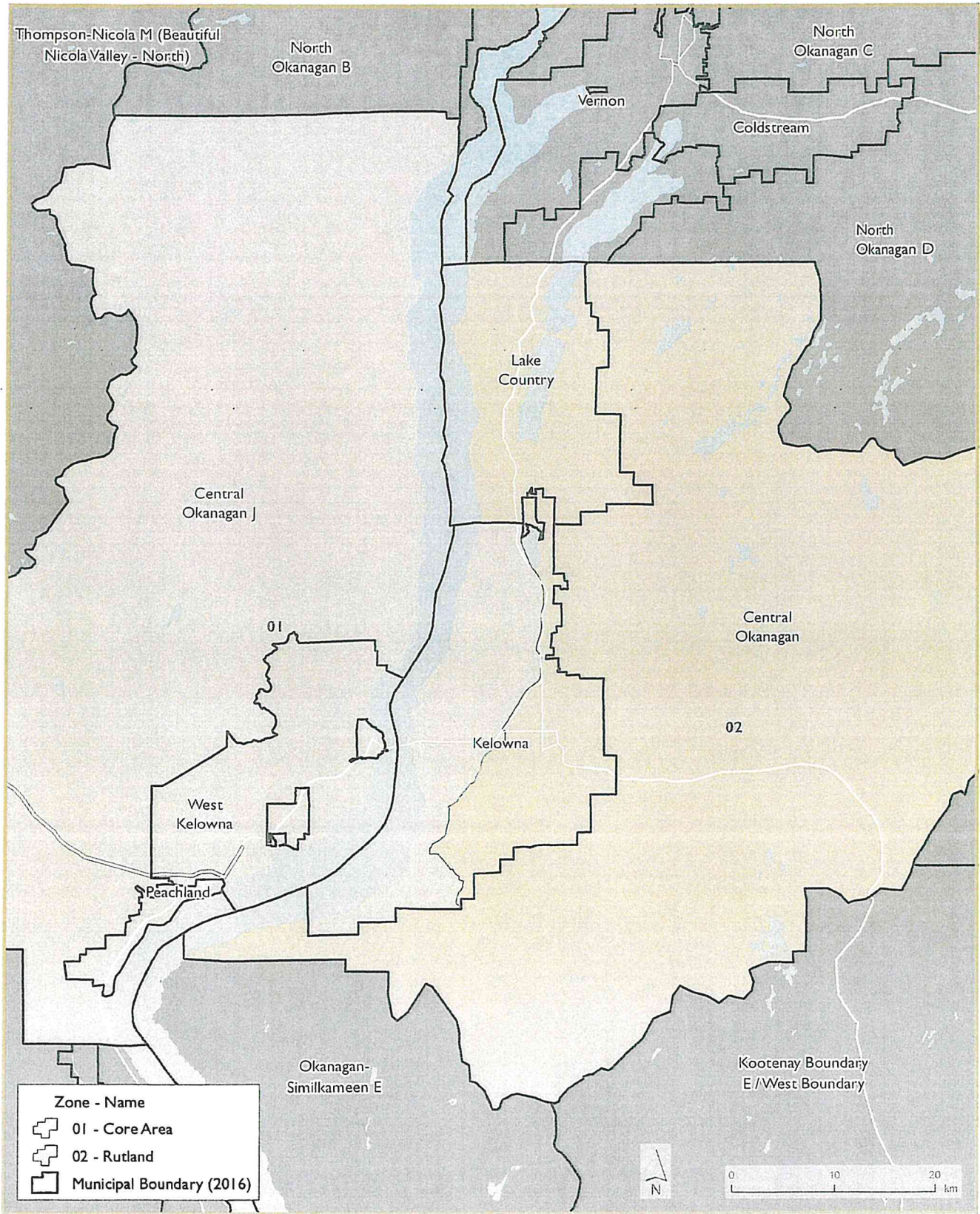
Source: CMHC

The vacancy rate for rental condominium apartments remained relatively unchanged at 0.6% as of October 2018 compared to 0.7% in the same period last year. Meanwhile the rental condominium apartment universe increased by 93 units in October 2018 relative to last year. While the overall condominium universe sampled declined in 2018, of which 29.4% were rental condos, the overall number of rental condos increased relative to 2017. This suggests that, given strong increases in rents over the past 3 years and persistently low vacancies, more condominium owners are choosing to rent out their property and provide addition supply to the market.

Same-sample rents increase

Sustained low vacancy rates in the primary and secondary rental markets have supported year-over-year increases in same-sample rents. In 2018, the same-sample rents in the Kelowna CMA increased by 8.1%.³ Some of the increases in same-sample rents was a result of turnover of older units in the market, resulting in their rental rates moving up to the market rate, which continued to drive increases in overall average rents.

³ When comparing year-over-year average rents, the age of the building needs to be taken into consideration because rents in newly built structures tend to be higher than in existing buildings. By comparing rents for units that are common to both 2017 and 2018 Fall Rental Market Surveys, we can get a better indication of actual rent increases paid by most tenants.





Brava Building 2

Building Condition Assessment

April 02, 2019

RJC No. KEL.123343.0001

Prepared for:

Sunco Group of Companies
151 Asher Road, Unit 209
Kelowna, BC V1X 3H5

Prepared by:

Read Jones Christoffersen Ltd.
1626 Richter Street, Suite 214
Kelowna BC V1Y 2M3



Table of Contents

1.0	Introduction	1
2.0	Site and Document Reviews	1
3.0	Condition Assessment	1
4.0	Estimated Remaining Service Life	2
5.0	Description of Property	3
6.0	Summary of Significant Observations and Recommendations	3
6.1	STRUCTURE	3
6.2	BUILDING ENVELOPE	4
6.3	MECHANICAL SYSTEMS	4
6.4	ELECTRICAL SYSTEMS	5
7.0	Limits of Liability	5
8.0	Closing	6

APPENDIX A: STRUCTURAL

APPENDIX B: BUILDING ENVELOPE

APPENDIX C: MECHANICAL

APPENDIX D: ELECTRICAL



1.0 Introduction

Read Jones Christoffersen Ltd. (RJC) was engaged by Sunco Group of Companies to carry out a Building Condition Assessment (BCA) for Brava Building 2 located at 2311 Carrington View in West Kelowna, BC.

The scope of work, as outlined in our proposal dated January 16, 2019, includes an assessment of the structure, building enclosure, including roof, the mechanical systems, and electrical systems. The capital expenditure projection period and minimum threshold for Opinions of Probable Cost (OPC) for the report are ten years and \$10,000, respectively. Representative components and areas of the building were visually reviewed by RJC and our sub-consultants in order to complete the BCA. No exploratory openings were made as part of this BCA.

Each of the building systems included in the scope of work have a dedicated appendix. The main body of this report compiles the OPCs and summarizes the key findings of the various appendices. The appendices provide more detail than the report body and some additional information; therefore, we encourage the reader to review the appendices in detail.

2.0 Site and Document Reviews

The field review for this BCA took place on Friday, February 1, 2019, 2017 and was undertaken by three field reviewers:

- One representative from RJC Engineers (Kelowna office) reviewed the structure and building enclosure.
- One representative from Falcon reviewed the mechanical systems
- A second representative from Falcon reviewed the electrical systems.

The field reviewers were accompanied by representatives from Sunco. The field reviewers were provided access to mechanical and electrical service rooms, as well as the basement and ground floor interior spaces and one of the three upper floor suites. The building enclosure was reviewed primarily from grade. For reference the reviewers were provided with architectural, mechanical and electrical drawings. The Architectural drawings were marked "Issued for Tender" and dated February 25, 2009.

3.0 Condition Assessment

A condition assessment is provided for each building component. The condition is generally categorized as Very Good, Good, Fair, Poor or Failed.



Very Good generally applies to new building components or components that are very well-maintained, require only basic maintenance if any, are fully functional and serving their intended purpose without known issues.

Good generally applies to building components that are in the first half of their expected service life, are well-maintained, require only basic maintenance if any, are fully functional and serving their intended purpose without known issues.

Fair generally applies to building components that are in the second half of their expected service life, require some regular maintenance, are fully functional and serving their intended purpose, however may have known issues.

Poor generally applies to building components that require increasing effort to maintain in a functional state or are not serving their intended purpose reliably.

Failed applies to building components that require replacement or that cannot serve their functional purpose any longer without significant repairs.

When a component cannot be visually reviewed, such as underground stormwater piping or building components hidden inside walls or behind other building components, Unknown may be used. When the component condition varies significantly, such as for buildings where portions of the exterior cladding have been restored at different times, Varies may be used.

4.0 Estimated Remaining Service Life

The estimated remaining service life, as well as the timing for work required before the component reaches the end of its expected service life, is based on the year the component was installed, its expected service life (published and internal data), its condition at the time of the site review and the field observer's knowledge of the component. If the installation date is unknown, the condition assessment becomes the primary means of estimating the year of installation. If deemed useful (and included in the agreed-upon scope of work for the BCA), the condition assessment is supplemented by a review of available documentation and discussions with maintenance staff or service providers. This can improve the estimates of the component's remaining service life. If the estimated remaining life is greater than the projection horizon for the report, Over 10 years is noted.

There are numerous factors that can affect the service life and performance of a component. Furthermore, certain evidence which might impact our opinions of estimated remaining service life or work required before the component reaches the end of its expected service life may be hidden within walls, inside the component or behind other components, underground or in crawl spaces, for example. As a result, there remains a significant margin of error for certain building components. Actual conditions may differ significantly from the assumed conditions. In some cases, components could require significant expenditures earlier or later than what is noted in this report.

Based on the observed component conditions we expect that the building will achieve a similar life expectancy to other buildings of its type in the local environment. Ongoing maintenance, evaluation of performance and renewal of building systems is required for buildings to achieve their expected life. A capital planning report and/or depreciation report would be of benefit to the eventual owners of the building, to help guide in funding, planning and carrying out building maintenance and renewal related activities.

5.0 Description of Property

Brava Building 2 is a three storey building with two storeys above grade and a basement below grade. Original construction is dated circa 2009. At the time of our review the basement was generally not occupied. The ground floor, which can be sub-divided to multiple units, was occupied by office/storage space for Brava. The three upper floor residential units were occupied. The building is situated on the northwest corner of the site. We understand that a future project will be built on other portions of the site.



Figure 1: Brava Building 2, Northwest Corner

Descriptions of the structural, envelope, mechanical systems and electrical systems are included in the various Appendices.

6.0 Summary of Significant Observations and Recommendations

6.1 STRUCTURE

Exposed structural elements were reviewed from both inside and outside the buildings to identify visually obvious evidence of structural distress or deterioration of the structural elements. We also evaluated the structures based on a review of non-structural building elements which are most impacted by structural distress (interior partitions, sealants, door openings, etc.).

In general, visual review found no evidence of structural distress. The Structural Appendix recommends the following:

- Monitor crack in the concrete header over the west basement interior door.
- Monitor cracks in the slab-on-grade concrete for aesthetic changes / trip hazards.



These items are considered maintenance, with probable costs below the threshold for this report. Refer to Appendix A for more details.

Calculation of the seismic characteristics of the structure is beyond the scope of this BCA. The building was constructed c. 2009. It is reasonable to assume that the design met the seismic criteria of the Codes then in effect, as attested by the documents submitted at the time of application for building permit. At present, there remains no specific requirement in the current BC Building Code to upgrade the buildings to meet current seismic building code requirements, except in the event of a change of use or significant renovation, which is not currently contemplated.

6.2 BUILDING ENVELOPE

Interior and exterior of the building enclosure elements, including the roof, were reviewed to identify visually obvious evidence as to their condition.

Generally, the building enclosure components were observed to be in good condition. The asphalt shingle roof appears to be in good condition. Well maintained roofs of this type can achieve service a service life on the order of 20 to 25 years.

Recommendations include:

- Replacement of three cracked IGUs.
- Installation of a protective coating to the ground floor column capitals to reduce incidence of water ingress.

These items are considered maintenance, with probable costs below the threshold for this report. Refer to Appendix B for more details.

6.3 MECHANICAL SYSTEMS

Generally, the mechanical components appeared to be in fair to good condition. Recommendations include:

- Replace domestic hot water heaters when required. Estimated 1 year remaining service life.
- Replace the sump pump as required. Estimated 1 year remaining service life.
- Replace or repair split heat pump systems as required. Estimated 6-year remaining service life.
- Replace or repair split AC systems. Estimated 6-year remaining service life.
- Replace or repair electric baseboard heaters as required. Estimated 6-year remaining service life.



The probable cost of these items is below the threshold of this report. Provisional costs are provided with each item. Refer to Appendix C for more details.

6.4 ELECTRICAL SYSTEMS

Generally, the electrical components appeared to be in fair to very good condition. Recommendations include:

- Replace existing fluorescent luminaires with LED systems as renewals occur.
- Consider replacement of the exterior alarm enunciator in approximately 5 years.

The probable cost of these items is below the threshold of this report. Provisional costs are provided with each item. Refer to Appendix D for more details.

7.0 Limits of Liability

This report is intended to provide the client with a general description of the systems employed in the building and to comment on their general condition which was apparent at the time of our review. We did not perform any calculations to confirm the adequacy of the elements. The scope of services did not include an evaluation of the original building design or a detailed engineering investigation. A structural loading or seismic review was not performed.

The review undertaken was of a visual nature only. No testing or dismantling of any coverings was performed. Reviews were made on a random basis with no attempt to review every element or portion of the building(s). Comments are not a guarantee or warranty of the condition of the building or that the building has been built in accordance with the drawings and specifications. Given the limitations of a visual review, defects hidden from view or under-designed components may not have been detected.

Drawings and information relating to the building were used solely to supplement the visual review and to obtain design information on elements hidden from view so that a more accurate building description could be provided.

Opinions of probable cost provided by RJC may be based on incomplete or preliminary information, and may also be based on factors over which RJC has no control. RJC does not guarantee the accuracy of these cost estimates and shall have no liability where cost estimates are exceeded or are less.

RJC prepared this report for the use of Sunco Group of Companies. The material in it reflects RJC's judgement in light of information available at the time of preparation. Any use that a third party makes of this report (including relying on this report for any decisions) is the responsibility of such third parties. RJC accepts no responsibility for damages, if any, suffered by any third party as a result of decisions made or actions based on this report.



The work in this report does not include any assessment or costing of hazardous materials that may be present at the building. Assessment and inventory of hazardous materials should be made by consultants specializing in that field of work. Neither RJC, nor any company with which it is affiliated, nor any of their respective directors, employees, agents, servants or representatives shall in any way be liable for any claim, whether in contract or in tort including negligence, arising of or relating in any way to hazardous materials such as asbestos, lead, mould, mildew or other fungus, including the actual, alleged or threatened existence, effects, ingestion, inhalation, abatement, testing, monitoring, remediation, enclosure, decontamination, repair, or removal of the actual or alleged failure to detect hazardous materials.

8.0 Closing

Thank you for choosing RJC to provide this BCA. Should you have any further questions or comments, or if we can be of further assistance, please contact this office.

Yours truly,

READ JONES CHRISTOFFERSEN LTD.

A circular professional engineer seal for Michael Blochman, with a handwritten signature over it.
Michael Blochman, BASc, PEng., FEC, LEED AP BD+C
Principal

2019-04-02

mdb/sb

Appendix A Structural

Prepared by:

A circular professional engineer's seal for Michael Blackman, P.Eng. The seal is red and contains the text 'PROFESSIONAL ENGINEER' around the perimeter and 'MICHAEL BLACKMAN' in the center. A signature is written over the seal.




2019-04-02

Michael Blackman, P.Eng., FEC, LEED® AP BD+C
Principal

CONDITION ASSESSMENT SUMMARY



Building: Brava - 2311 Carrington Road, West Kelowna
 Date of Site Visit: 01-Feb-19
 RJC Job No.: KEL.123343.0001



Item	Component	Description & Assessment		
A10	FOUNDATIONS			
A1010	Standard Foundations			
	<div><p>Overview. Concrete Wall</p><p>Slab-On-Grade. Crack Adjacent to Saw-Cut.</p><p>Crack in Concrete Header Over West Interior Basement Door.</p></div>	<div><p>Description</p><p>Brava Building 2 includes a full below grade level. The perimeter foundation consists of cast-in-place, conventionally reinforced concrete walls bearing on strip footings. Interior and exterior columns bear on spread footings.</p><p>The basement floor is a concrete slab-on-grade.</p></div> <div><p>Assessment</p><p>No evidence of distress was observed. Minor cracking in the concrete was observed in a concrete header beam over the west basement interior door. The crack should be monitored for changes in crack width.</p><p>Some cracks were observed in the slab-on-grade. Cracks were adjacent to saw cuts, suggesting that saw cutting was completed after tensile stresses in the concrete had developed. Cracks are not a structural concern for a slab-on-grade and should be monitored for aesthetics/trip hazards.</p></div>		
Recommendation		Condition	Remaining Life	OPC
A1010.1 Foundation Condition. Monitor crack in header		Good	Greater than study extent	Less than Threshold
A1010.2 Slab-on-Grade. Monitor aesthetics / trip hazards due to cracks.		Good	Greater than study extent	Less than Threshold

FOUNDATIONS

CONDITION ASSESSMENT SUMMARY



Building: Brava - 2311 Carrington Road, West Kelowna
 Date of Site Visit: 01-Feb-19
 RJC Job No.: KEL.123343.0001

Item	Component	Description & Assessment
B10	SUPERSTRUCTURE	
B1010	Floor Construction	
	 <p>General Overview of Building. Structure Not Visible Due to Finishes.</p>  <p>Interior View at Ground Floor. Structure Obscured by finishes.</p>  <p>Cracking in Ground Floor Concrete Topping.</p>	<p>Description</p> <p>The structure is wood-frame construction. Ground and upper floor framing consist of concrete topping on plywood sheathing on engineered wood joists spanning to wood beams and perimeter walls.</p> <p>Roof structure consists of sheathing on engineered roof trusses spanning to load bearing walls.</p> <p>Load bearing walls consist of 2x6 studs with wood headers at window and door openings. Walls are sheathed to provide lateral capacity.</p> <p>Roof overhangs at the south elevation of the ground floor and at upper floor balconies are supported on perimeter columns.</p> <p>Assessment</p> <p>Visual review of the superstructure found no evidence of distress. Superstructure framing is concealed by interior and exterior finishes and not directly visible.</p> <p>RJC observed some cracking in the concrete topping of the ground floor. It appears that the cracking is related to drying shrinkage and, in our opinion, is not a structural concern. The ground floor was un-finished at the time of RJC's review.</p> <p>Ground floor column caps are pressed concrete. Consideration should be given to application of a coating to prevent water ingress and improve long-term durability.</p>
Recommendation		Condition Remaining Life OPC
B1010.1	Add moisture protection to column caps to improve durability	<div>Good</div> Greater than study extent \$ 5,000.00

CONDITION ASSESSMENT SUMMARY



Building: Brava - 2311 Carrington Road, West Kelowna
 Date of Site Visit: 01-Feb-19
 RJC Job No.: KEL.123343.0001

Item	Component	Description & Assessment
------	-----------	--------------------------

CONDITION ASSESSMENT SUMMARY



Building: Brava - 2311 Carrington Road, West Kelowna
 Date of Site Visit: 01-Feb-19
 RJC Job No.: KEL.123343.0001

Item	Component	Description & Assessment
------	-----------	--------------------------

B10 SUPERSTRUCTURE

B1010 Floor Construction



Column Caps, Ground Floor

Description

Assessment

Visual review of the superstructure found no evidence of distress. Superstructure framing is concealed by interior and exterior finishes and not directly visible.

RJC observed some cracking in the concrete topping of the ground floor. It appears that the cracking is related to drying shrinkage and, in our opinion, is not a structural concern. The ground floor was un-finished at the time of RJC's review.

Ground floor column caps are pressed concrete. Consideration should be given to application of a coating to prevent water ingress and improve long-term durability.

SUPERSTRUCTURE

Appendix B Building Envelope

Prepared by:

A circular red seal for a Professional Engineer, with the text "PROFESSIONAL ENGINEER" around the perimeter. A black ink signature is written across the seal.

2019-04-02

Michael Blackman, P.Eng., FEC, LEED® AP BD+C
Principal

CONDITION ASSESSMENT SUMMARY



Building: Brava - 2311 Carrington Road, West Kelowna
 Date of Site Visit: 01-Feb-19
 RJC Job No.: KEL.123343.0001




Item	Component	Description & Assessment						
B20	EXTERIOR VERTICAL ENCLOSURES							
B2010	Exterior Walls							
	 <p>Typical Exterior Wall. Upper Storey. Fibre Cement Board Finish</p>  <p>Upper Storey, Fibre Cement Board cladding. Ground floor stucco cladding. Flashings noted</p>  <p>Ground Floor, Stone Veneer.</p>	<p>Description</p> <p>The exterior wall assembly consists of cladding on two-layers of 30lb building paper with taped seams, designated as an air barrier, over structural sheathing, an insulated stud cavity, interior polyethylene barrier and interior gypsum wallboard finish.</p> <p>Exterior finishes include fibre-cement board on the upper stories and either stucco or cultured stone on the ground floor.</p> <p>Assessment</p> <p>No evidence of distress to the exterior walls was noted at the site.</p>						
Recommendation		<table> <tr> <th>Condition</th><th>Remaining Life</th><th>OPC</th></tr> <tr> <td>Good</td><td>Greater than extent of study</td><td>No Recommendations</td></tr> </table>	Condition	Remaining Life	OPC	Good	Greater than extent of study	No Recommendations
Condition	Remaining Life	OPC						
Good	Greater than extent of study	No Recommendations						
B2010.1	No recommendations with regard to exterior walls.							

EXTERIOR VERTICAL ENCLOSURES

CONDITION ASSESSMENT SUMMARY






Building: Brava - 2311 Carrington Road, West Kelowna
 Date of Site Visit: 01-Feb-19
 RJC Job No.: KEL.123343.0001

Item	Component	Description & Assessment			
B20	EXTERIOR VERTICAL ENCLOSURES				
B2020	Exterior Windows				
	<div><p>Typical Ground Floor Window. Aluminum Frame. Interior View</p><p>Typical Upper Floor Window. Vinyl Frame. Exterior View</p><p>Upper Storey Window with Cracked IGU. North Elevation.</p></div>	<p>Description</p> <p>Ground floor windows are double-pane sealed IGUs in aluminum frames. Specification of the frames is not known.</p> <p>Upper floor windows are double-pane sealed IGUs in vinyl frames. Specification of the frames is not known.</p> <p>Window installations were observed to have head flashings. Details of the head flashing installation were not visible for review.</p> <p>Assessment</p> <p>Windows and frames were generally found to be in good condition.</p> <p>We observed three window IGU units with cracked interior glazing panes. These IGUs should be replaced as part of regular building maintenance. All three are on the north elevation, two in the upper floor and one in the ground floor.</p>			
Recommendation		Condition	Remaining Life	OPC	
B2020.1	Aluminum frames and windows.	Good	Greater than extent of study.	No Recommendations	
B2020.2	Vinyl frames and windows	Good	Greater than extent of study.	No Recommendations	
B2020.3	Replace three cracked IGUs	Failed	N/A	Maintenance	

CONDITION ASSESSMENT SUMMARY





Building: Brava - 2311 Carrington Road, West Kelowna
 Date of Site Visit: 01-Feb-19
 RJC Job No.: KEL.123343.0001

Item	Component	Description & Assessment															
B20	EXTERIOR VERTICAL ENCLOSURES																
B2050	Exterior Doors and Grilles																
	 <p>Typical Ground Floor Unit Entry Door, Aluminum Frame.</p>  <p>Ground Floor Aluminum Frame Door (Left) and Metal Frame Door (Right)</p>  <p>add caption here</p>	<p>Description</p> <p>Ground floor exterior doors that access the main entry (south elevation) of the ground floor units are aluminum frame and integrated with the aluminum frame window system.</p> <p>Ground floor exterior doors that access the basement and the side entries of the ground floor units are metal doors in metal frames.</p> <p>Ground floor doors that access the stairs to the upper floor are aluminum frame doors.</p> <p>Upper floor exterior doors are wood frames with wood doors.</p> <p>Assessment</p> <p>Doors and frames were generally found to be in good condition. No recommendations arising.</p>															
Recommendation		<table> <tr> <th>Condition</th><th>Remaining Life</th><th>OPC</th></tr> <tr> <td>Good</td><td>Greater than extent of study</td><td>No Recommendations</td></tr> <tr> <td></td><td></td><td></td></tr> <tr> <td></td><td></td><td></td></tr> <tr> <td></td><td></td><td></td></tr> </table>	Condition	Remaining Life	OPC	Good	Greater than extent of study	No Recommendations									
Condition	Remaining Life	OPC															
Good	Greater than extent of study	No Recommendations															
B2050.1	Doors and Frames																

CONDITION ASSESSMENT SUMMARY



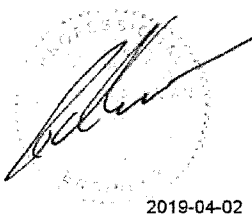
Building: Brava - 2311 Carrington Road, West Kelowna
 Date of Site Visit: 01-Feb-19
 RJC Job No.: KEL.123343.0001

Item	Component	Description & Assessment			
B30	EXTERIOR HORIZONTAL ENCLOSURES				
B3010	Roofing				
		Description Roofing is specified as fibreglass asphalt shingles on asphalt building paper with eave and valley protection and galvanized metal drip edge.			
	Typical Condition. Asphalt Roofing Shingles				
		Assessment Roofing was generally found to be in good condition.			
	Typical Condition. Asphalt Roofing Shingles				
	Recommendation		Condition	Remaining Life	
B3010.1 Roofing.		Good	Greater than extent of study.	No Recommendations	

Appendix C Mechanical Systems

This review is intended to provide an external review of the conditions of the existing mechanical systems where they are apparent. The inside condition of many system (hydronic, gas heating or refrigerant systems for example) will affect the longevity of the equipment and that assessment can only be achieved by qualified technicians performing an invasive inspection of the equipment. Individual equipment that needs to be replaced under what would be considered a maintenance function are generally not be included in the report. Life Expectancy Values are based on ASHRAE Guidelines.

Prepared By:



2019-04-02




James Kitella P. Eng.
Associate

CONDITION ASSESSMENT SUMMARY



Building: Brava - 2311 Carrington Road, West Kelowna
 Date of Site Visit: 01-Feb-19
 RJC Job No.: KEL.123343.0001




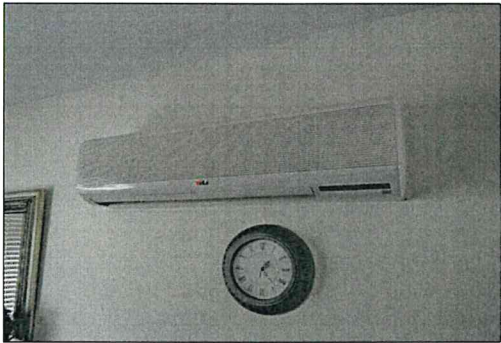
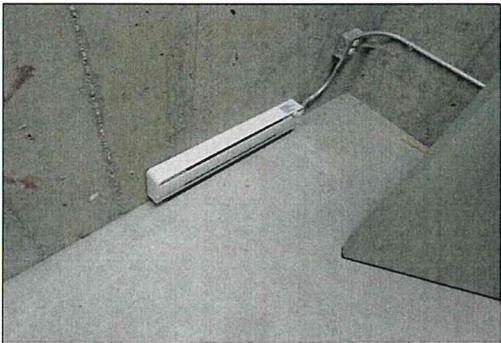
Item	Component	Description & Assessment									
D20	PLUMBING										
D2010	General Plumbing Systems										
	 <p>Typical Suite - Washroom Fixtures</p>  <p>Domestic Water Distribution Header</p>  <p>Basement Floor Drain Sump and Sanitary Building Drain</p>	<p>Description</p> <ul style="list-style-type: none"> Plumbing fixtures appear to be original construction and have not been upgraded. Water distribution piping systems are comprised of Pex and PVC piping; sanitary systems are piped in ABS and condensate drainage systems are made of PVC. Sanitary drains in the basement are piped to a sump which lifts effluent to the main sanitary building drain. Domestic hot water heaters and fireplaces in the three residential suites are gas fired. Water and irrigation meters are located in the basement mechanical room. Cross contamination and premise isolation devices have not been provided on water service that is typically required by most municipalities. <p>Assessment</p> <ul style="list-style-type: none"> The domestic hot water tanks are nearing the end of their service lives and will likely need to be replaced in the near future. The sump pump is nearing the end of its service life and will likely need to be replaced in the near future. 									
<p>Recommendation</p> <p>D2010.1 Domestic hot water heaters - Replace as required. (Note: OPC is for each unit)</p> <p>D2010.2 Sump pump - Replace as required. (Note: OPC is for each unit)</p>		<table> <thead> <tr> <th>Condition</th><th>Remaining Life</th><th>OPC</th></tr> </thead> <tbody> <tr> <td>Fair</td><td>1 Year</td><td>\$ 5,000.00</td></tr> <tr> <td>Fair</td><td>1 Year</td><td>\$ 1,000.00</td></tr> </tbody> </table>	Condition	Remaining Life	OPC	Fair	1 Year	\$ 5,000.00	Fair	1 Year	\$ 1,000.00
Condition	Remaining Life	OPC									
Fair	1 Year	\$ 5,000.00									
Fair	1 Year	\$ 1,000.00									

CONDITION ASSESSMENT SUMMARY



Building: Brava - 2311 Carrington Road, West Kelowna
 Date of Site Visit: 01-Feb-19
 RJC Job No.: KEL.123343.0001






Item	Component	Description & Assessment												
D30	HVAC													
D3010	Terminal Heating and Cooling Systems													
	 <p>Direct Expansion Fan Coil - Split Heat Pump System</p>  <p>Direct Expansion Fan Coil Unit - Split AC System</p>  <p>Electric Heat - Baseboard</p>	<p>Description</p> <ul style="list-style-type: none"> • Heating and cooling for each of the three (3) main floor commercial suites is provided by a split direct expansion fan coil unit (indoor) coupled with an air source heat pump(outdoor). • Cooling for each of the three (3) second floor residential suites is provided by split direct expansion wall cassette fan coil unit (indoor) coupled with an air source condenser (outdoor). • Heating for second floor residential suites is provided by electric baseboards and gas fireplaces. • Heating in ancillary spaces, stairwells, and basement is provided by electric baseboards and electric unit heaters. <p>Assessment</p> <ul style="list-style-type: none"> • No upgrades are anticipated at this time. 												
<p>Recommendation</p> <p>D3010.1 Split Heat Pump Systems - Replace or repair as required. (Note: OPC is for each unit)</p> <p>D3010.2 Split AC Systems - Replace or repair as required. (Note: OPC is for each unit)</p> <p>D3010.3 Electric Heat (Unit Heaters and Baseboards) - Replace as required. (Note: OPC is for each unit)</p>		<table> <thead> <tr> <th>Condition</th><th>Remaining Life</th><th>OPC</th></tr> </thead> <tbody> <tr> <td>Good</td><td>6 Years</td><td>\$ 12,000.00</td></tr> <tr> <td>Good</td><td>6 Years</td><td>\$ 5,000.00</td></tr> <tr> <td>Good</td><td>6 Years</td><td>\$ 500.00</td></tr> </tbody> </table>	Condition	Remaining Life	OPC	Good	6 Years	\$ 12,000.00	Good	6 Years	\$ 5,000.00	Good	6 Years	\$ 500.00
Condition	Remaining Life	OPC												
Good	6 Years	\$ 12,000.00												
Good	6 Years	\$ 5,000.00												
Good	6 Years	\$ 500.00												

CONDITION ASSESSMENT SUMMARY



Building: Brava - 2311 Carrington Road, West Kelowna
 Date of Site Visit: 01-Feb-19
 RJC Job No.: KEL.123343.0001





Item	Component	Description & Assessment
D30	HVAC	
D3020	Exhaust/Ventilation Systems	
	 <p>Basement Exhaust Fan</p>	<p>Description</p> <ul style="list-style-type: none"> • Ventilation for second floor residential suites is provided by operable windows (natural ventilation) in combination with bathroom exhaust fans. • There is no outdoor air provided for the main floor commercial suites. • Ventilation for the basement is provided by louvres on the main floor ducted down to the basement in combination with exhaust fans. <p>Assessment</p> <ul style="list-style-type: none"> • No upgrades are anticipated at this time.
	 <p>Outdoor Air Ventilation Duct to Basement</p>	
	 <p>Outdoor Air Louvre</p>	
Recommendation		Condition Remaining Life OPC
D3020.1	Exhaust Fans - Replace or repair as required. (Note: OPC is for each unit)	Very Good 16 \$ 500.00

CONDITION ASSESSMENT SUMMARY



Building: Brava - 2311 Carrington Road, West Kelowna
 Date of Site Visit: 01-Feb-19
 RJC Job No.: KEL.123343.0001





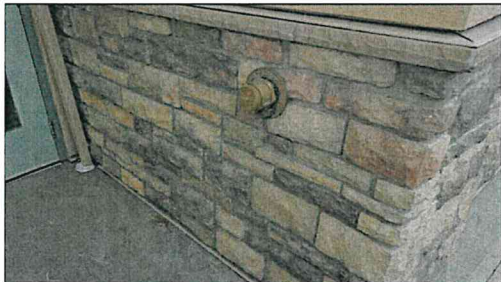
Item	Component	Description & Assessment			
D30	HVAC				
D3030	Control Systems				
	<div><p>Programmable Thermostat</p><p>Standard Thermostat</p></div>	<p>Description</p> <ul style="list-style-type: none">The HVAC control systems are based on programmable and standard thermostats.			
		<p>Assessment</p> <ul style="list-style-type: none">No upgrades are anticipated at this time.			
Recommendation		Condition	Remaining Life	OPC	
D3030.1 Thermostats - Replace as required.		Good	5 to 10 years	\$	100.00

CONDITION ASSESSMENT SUMMARY



Building: Brava - 2311 Carrington Road, West Kelowna
 Date of Site Visit: 01-Feb-19
 RJC Job No.: KEL.123343.0001



Item	Component	Description & Assessment
D40	FIRE PROTECTION	
D4010	Fire Suppression	
	 <p>Sprinkler Tree - Basement Mechanical Room</p>  <p>Fire Sprinklers - Basement Only</p>  <p>Fire Department Connection</p>	<p>Description</p> <ul style="list-style-type: none"> Fire suppression systems have been provided for this building, but only serve the basement. Provisions for a 6" connection to a future building have been provided and piped through the basement wall. <p>Assessment</p> <ul style="list-style-type: none"> No upgrades are anticipated at this time.
Recommendation		Condition Remaining Life OPC
D4010.1	Fire suppression systems - provide regular service as required.	Good N/A N/A

Appendix D Electrical

Prepared by:
Falcon Engineering Ltd.

CONDITION ASSESSMENT SUMMARY



Building: Brava - 2311 Carrington Road, West Kelowna
 Date of Site Visit: 01-Feb-19
 RJC Job No.: KEL.123343.0001






Item	Component	Description & Assessment						
D50	ELECTRICAL							
D5020	Electrical Service and Distribution							
	 <p>MAIN SWITCH AND METER CENTRE</p>  <p>Typical CRU Panelboard</p>	<p>Description</p> <ul style="list-style-type: none"> The electrical service consists of a 600V-200A supply from a 500kVA BC Hydro Padmount transformer located at the southeast corner of the building. This transformer is sized to also feed a future multi family residential building on the adjacent lot. The main switch feeds a 150kVA 600-120/208Volt dry type distribution transformer located in the same room. This transformer supplies the meter centre which in turn feeds each residential suite (2P-100A) and each commercial space (Two at 2P-125A and one at 2P-200A), as well as a common area panel. Feeders consist of NMD-90 non-metallic sheathed cable to the residences and ACWU-90 armoured cable to the CRU panels. <p>Assessment</p> <ul style="list-style-type: none"> There are no issues with the electrical service and distribution equipment. This equipment is expected to last 30+ years with minimal maintenance. 						
Recommendation		<table> <tr> <th>Condition</th><th>Remaining Life</th><th>OPC</th></tr> <tr> <td>Very Good</td><td>30 years</td><td>\$ -</td></tr> </table>	Condition	Remaining Life	OPC	Very Good	30 years	\$ -
Condition	Remaining Life	OPC						
Very Good	30 years	\$ -						
D5020.1	None							

CONDITION ASSESSMENT SUMMARY



Building: Brava - 2311 Carrington Road, West Kelowna
 Date of Site Visit: 01-Feb-19
 RJC Job No.: KEL.123343.0001





Item	Component	Description & Assessment						
D50	ELECTRICAL							
D5030	General Purpose Electrical Power							
	 <p>Wiring to CRU Fan Coil</p>  <p>Dual Feed to Fan Coil</p>  <p>Electric Heat - Baseboard</p>	<p>Description</p> <ul style="list-style-type: none"> Wiring is provided in armoured cable to the main floor air handling units and outdoor condensers from the CRU panels The residential suites are wired to electrical code requirements <p>Assessment</p> <ul style="list-style-type: none"> Wiring methods and general purpose electrical is properly installed and expected to last many years with no upgrades required. 						
Recommendation		<table> <tr> <th>Condition</th><th>Remaining Life</th><th>OPC</th></tr> <tr> <td>D5030.1 None</td><td>30+ Years</td><td>\$ -</td></tr> </table>	Condition	Remaining Life	OPC	D5030.1 None	30+ Years	\$ -
Condition	Remaining Life	OPC						
D5030.1 None	30+ Years	\$ -						

CONDITION ASSESSMENT SUMMARY



Building: Brava - 2311 Carrington Road, West Kelowna
 Date of Site Visit: 01-Feb-19
 RJC Job No.: KEL.123343.0001



Item	Component	Description & Assessment			
D50	ELECTRICAL				
D5040	Lighting				
	<div><p>Typical Common Area Fluorescent Light</p><p>Exterior HID Wallpack</p></div>	Description <ul style="list-style-type: none">• Common area lighting consists of T8 fluorescent utility lights with electronic ballasts• Suite lighting is standard surface mount residential luminaires• Exterior lighting consists of HID wallpacks and compact fluorescent pot lights			
		Assessment <ul style="list-style-type: none">• Anticipated life of the lighting equipment is in the range of 10 years. Luminaires should be replaced with LED as they fail.			
Recommendation		Condition	Remaining Life	OPC	
D5040.1 Interior Fluorescent Lighting replace as required with LED		Good	10	\$ 100.00	
D5040.2 Exterior Lighting replace as required with LED		Good	10	\$ 200.00	
D5040.3 Suite Lighting replace as required		Good	10	\$ 50.00	

CONDITION ASSESSMENT SUMMARY



Building: Brava - 2311 Carrington Road, West Kelowna
 Date of Site Visit: 01-Feb-19
 RJC Job No.: KEL.123343.0001





Item	Component	Description & Assessment															
D60	Communications																
D6020	Voice Communications																
	<div data-bbox="344 415 708 892" data-label="Image"> </div> <p>Telus/Shaw Entry</p> <div data-bbox="305 1014 667 1407" data-label="Image"> </div> <p>Entry Panel at Main Residential Entry</p>	<p>Description</p> <ul style="list-style-type: none"> Telus and Shaw Cable service is provide to the building and distributed to each suite and CRU space. An entry panel which utilized the telephone wiring is provided for the residential suites <p>Assessment</p> <ul style="list-style-type: none"> No upgrades are anticipated at this time. 															
Recommendation		<table> <tr> <th>Condition</th><th>Remaining Life</th><th>OPC</th></tr> <tr> <td>D6020.1 None</td><td>Good</td><td>20+ years \$ -</td></tr> <tr> <td></td><td></td><td></td></tr> <tr> <td></td><td></td><td></td></tr> <tr> <td></td><td></td><td></td></tr> </table>	Condition	Remaining Life	OPC	D6020.1 None	Good	20+ years \$ -									
Condition	Remaining Life	OPC															
D6020.1 None	Good	20+ years \$ -															

CONDITION ASSESSMENT SUMMARY



Building: Brava - 2311 Carrington Road, West Kelowna
 Date of Site Visit: 01-Feb-19
 RJC Job No.: KEL.123343.0001



Item	Component	Description & Assessment									
D70	Electronic Safety and Security										
D7050	 <p>Exterior Fire Alarm Annunciator at Main Entrance</p>  <p>Fire Alarm Panel Located in Main Electrical Room</p>	<p>Description</p> <ul style="list-style-type: none"> The building is protected by an Edwards EST addressable fire alarm panel that monitors the basement sprinkler system, pull stations at exit doors, and fire detectors in suites and CRUs. Strobes and suiter buzzers are installed as required by code. The remote annunciator is installed outdoors at the main entrance. The fire alarm system is of modern design and construction and spare parts are readily available <p>Assessment</p> <ul style="list-style-type: none"> No upgrades are anticipated at this time. 									
Recommendation		<table> <tr> <th>Condition</th><th>Remaining Life</th><th>OPC</th></tr> <tr> <td>D7050.1 Fire Alarm System</td><td>Good</td><td>10+ Years \$ 7,500.00</td></tr> <tr> <td>D7050.2 Fire Alarm Remote Annunciator</td><td>Fair</td><td>5+ years \$ 2,000.00</td></tr> </table>	Condition	Remaining Life	OPC	D7050.1 Fire Alarm System	Good	10+ Years \$ 7,500.00	D7050.2 Fire Alarm Remote Annunciator	Fair	5+ years \$ 2,000.00
Condition	Remaining Life	OPC									
D7050.1 Fire Alarm System	Good	10+ Years \$ 7,500.00									
D7050.2 Fire Alarm Remote Annunciator	Fair	5+ years \$ 2,000.00									



City of West Kelowna

2760 Cameron Road, West Kelowna, British Columbia V1Z 2T6
Tel (778)797.1000 Fax (778)797.1001

Attachment #5

Final Inspection Report

Report Issued	March 01, 2019	Inspection Result	Passed
----------------------	-----------------------	--------------------------	---------------

Permit No:	PR20080059
Permit Issue Date:	October 21, 2008
Property Address:	2311 CARRINGTON RD
Legal Description:	1; KAP41637; 4; 5057
Contractor	Legacy Contractor
Applicant / Owner:	Legacy Owner

Comments:

Items 1-12 on inspection report dated December 7, 2018 complete.

Battery CO detectors mounted per 2006 BCBC 6.2.4.1.2.(c)

Inspected By	Michael Foster
---------------------	----------------

Sunlake Construction Ltd.

February 14, 2019

CITY OF WEST KELOWNA

RE: Strata Conversion of 2311 Carrington Road, West Kelowna

Dear Sir or Madam:

Sunlake is seeking approval from the City of West Kelowna to convert the above referenced building to a strata as part of an overall 107 unit strata lot development. The existing building consists of 3 residential units on the 2nd floor, 3 commercial units on the main floor, and storage in the basement. The 3 residential units on the 2nd floor are currently rented. Sunlake has no plans to sell these units and will not terminate any of the existing leases on the basis that we desire to sell the units. Even if tenants turnover, we are committed to continue to rent these units out until (at least) the final strata plan is registered.

Should you have any questions or require additional information, please contact me at 250-807-2270.

Regards,

SUNLAKE CONSTRUCTION LTD



Dennis Bigham, President



DISTRICT OF WEST KELOWNA

COUNCIL POLICY MANUAL

Pages: 1 of 1

Approval Date: 2008-DEC-16

SECTION: DEVELOPMENT SERVICES SUBJECT: STRATA BUILDING CONVERSION
--

Scope:

This policy outlines the method for processing an application for the Strata Conversion of an existing building, pursuant to Part 14, Section 242 of the *Strata Title Property Act*.

Policy:

Council may consider application for the conversion of existing buildings into strata lots of previously occupied buildings. All approvals will be by Council resolution after consideration of all relevant information.

Procedure:

The application for conversion of existing buildings must meet the following conditions:

- a) Submit Schedules A, B & C (copies attached) of the application for Strata Conversion;
- b) Submit application fees established as outlined in the District of West Kelowna Subdivision Fees and Charges Bylaw No. 0008 and amendments thereto;

The following materials may be required to accompany the application:

- a) The owner/developer provides a vacancy rate study prepared by an independent agency which indicates the vacancy rate of rental accommodation in the District of West Kelowna.
- b) A structural engineer's report certifying the structural adequacy of the building to be converted, along with the engineers estimate of the usable life of the building.
- c) A complete report from the Development Services Department shall accompany the application stating the status of the existing building and providing a list of any deficiencies;
- d) An 'as built' plan of the plumbing, electrical and mechanical services within the proposed Conversion, if required by the Development Services Department.
- e) A plan showing that the owner/developer has provided adequate playground and common landscaped area to serve the needs of the buildings to be converted.
- f) The owner/developer's plan for the resettlement of the present tenants of the building to be converted.
- g) Submit a drawing of the proposed strata plan.

All applications submitted for approval must be complete and provided to the Development Services Department for their review before proceeding to Council.

If the applicant has met all requirements and Council has approved the application, a strata plan mylar must then be provided to the Mayor and Clerk for their required signatures.

Previous Revision/s: none
