



REVISED AGENDA - COMMITTEE OF THE WHOLE

Thursday, January 31, 2019, 9:00 A.M.

COUNCIL CHAMBERS, CITY HALL, 1 CENTENNIAL SQUARE

Located on the traditional territory of the Esquimalt and Songhees People

Pages

A. APPROVAL OF AGENDA

B. CONSENT AGENDA

Proposals for Consent Agenda:

E.1 - Rezoning Application No. 00654 for 700 Government Street

F.3 - Proclamation - Eating Disorder Awareness Week

F.4 - Proclamation - International Development Week

H.1 - Observed Inhalation Sites for Overdose Prevention

H.2 - Attendance at Higher Ground Governance Forum, March 2019

H.3 - Attendance at the Association of Vancouver Island and Coastal Communities Annual Meeting, April 2019

H.4 - Attendance at New Westminster Mayor's Housing Roundtable, February 16, 2019

H.5 – Resolution: Revitalizing Island Rail Motion

H.6 – Resolution: Shifting Investment to Low-Emission Transportation Motion

H.7 – Resolution: Protection of Old Growth Forests on Vancouver Island Motion

H.8 – Resolution: To Seek Council Support to Allow Permanent Residents to Vote in BC Municipal Elections Motion

C. Presentations

C.1 Downtown Victoria Business Association

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A presentation from the Downtown Victoria Business Association seeking approval for its 2019 Budget.

C.2 South Island Prosperity Project Presentation on Smart Mobility

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A presentation from the South Island Prosperity on the City of Victoria Smart Mobility Proposal.

D. UNFINISHED BUSINESS

D.1	<u>Letter from Employment and Social Development Canada</u>	16
	<u>Referred from the January 17, 2019 Council Meeting</u>	
	<i>A letter dated October 1, 2018, in which the City of Victoria was carbon-copied, regarding a redesigned federal homelessness program called Reaching Home: Canada's Homelessness Strategy.</i>	
D.2	<u>Youth Services Delivery Model</u>	18
	<u>Referred from the January 17, 2019 Council Meeting</u>	
	<i>A report advising Council of current investments in services for youth and describing a proposal that will enhance how these services are planned and delivered.</i>	
E.	LAND USE MATTERS	
*E.1	<u>Rezoning Application No.00654 for 700 Government Street (Downtown)</u>	45
	<u>Addenda: Presentation and updated Attachments A and B</u>	
	<i>A report presenting information for a Rezoning Application to rezone a portion of the lot to allow for a larger restaurant patio than is currently permitted and recommending it move forward to a public hearing.</i>	
*E.2	<u>Development Permit with Variances Permit Application No. 00082 and Development Variance Permit Application No. 00218 for 931 Redfern Street (Gonzales)</u>	65
	<u>Addenda: Presentation and Updated Attachment D</u>	
	<i>A report presenting Council with information for the subdivision of a lot into two separate lots, retaining and altering the existing single-family dwelling on a panhandle lot and constructing a new single-family dwelling with secondary suite on a regular lot, recommending it move forward for an opportunity for public comment.</i>	
*E.3	<u>Application for Lounge Endorsements to Manufacturer's Licenses Regarding Brewing and Distilling Manufacture Licenses, Hudson Brew Corp., o/a Hudson Taphouse and Grill Brewery and Distillery, 785 Caledonia Avenue</u>	170
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	<i>A report seeking a Council resolution regarding an application by Hudson Brew Corp. to have a lounge endorsement added to each of the two manufacturing licenses, having hours of operation from 9:00 a.m. to 12:00 a.m. daily with an occupant load of 358 persons.</i>	

*E.4	<u>Application for a Lounge Endorsement to a Manufacturer's License (brewing) for Whistle Buoy Brewing Company, 63-560 Johnson Street</u>	249
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	<i>A report seeking a Council resolution regarding an application by Whistle Buoy Brewing Company to have a lounge endorsement added to their manufacturing license and a change to their hours and an occupant load of 112 persons.</i>	
*E.5	<u>Development Variance Permit No.00214 for 3147 Douglas Street (Burnside)</u>	310
	<u>Addenda:</u> Attachments A, B, Correspondence and Presentation	
	<i>A report presenting Council with information for the proposed new signage on the exterior of Mayfair Mall located at 3147 Douglas Street and recommending it move forward for an opportunity for public comment.</i>	
*F.	STAFF REPORTS	
*F.1	<u>Climate Action Program Update and Planning Considerations</u>	334
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	<i>A report providing an update on the City's Climate Action Program and financial and staffing considerations related to the urgency and approach of priority programs.</i>	
F.2	<u>Renters' Advisory Committee</u>	445
	<i>A report bringing forward suggested amendments to the Terms of Reference for the recently created Renter's Advisory Committee.</i>	
*F.3	<u>Proclamation - Eating Disorder Awareness Week</u>	452
	<u>Addendum:</u> Updated Proclamation	
	<i>A report regarding the proclamation for a "Eating Disorder Awareness Week".</i>	
*F.4	<u>Proclamation - International Development Week</u>	455
	<u>Addendum:</u> Proclamation	
	<i>A report regarding the proclamation for a "International Development Week".</i>	
G.	NOTICE OF MOTIONS	
H.	NEW BUSINESS	

H.1	<u>Observed Inhalation Sites for Overdose Prevention</u>	458
	<i>A Council Member motion advocating to the province for observed inhalation sites for overdose prevention.</i>	
*H.2	<u>Attendance at Higher Ground Governance Forum, March 2019</u>	460
	<u>Addendum: Report</u>	
	<i>A Council members motion requesting authorization for attendance and costs associated for Councillor Collins to attend the Higher Ground Governance Forum at Harrison Hot Springs from March 29-30, 2019.</i>	
*H.3	<u>Attendance at Association of Vancouver Island and Coastal Communities Annual Meeting, April 2019</u>	462
	<u>Addendum: Report</u>	
	<i>A Council members motion requesting authorization for attendance and costs associated for Councillor Collins to attend the Association of Vancouver Island and Coastal Communities Annual Meeting at Powell River from April 12-14, 2019.</i>	
*H.4	<u>Attendance at New Westminister Mayor's Housing Roundtable, February 16, 2019</u>	464
	<u>Addendum: Report</u>	
	<i>A Council members motion requesting authorization for attendance and costs associated for Councillor Collins to attend the New Westminister Mayor's Housing Roundtable at New Westminister on February 16, 2019.</i>	
*H.5	<u>Resolution: Revitalizing Island Rail</u>	466
	<u>Addendum: Report</u>	
	<i>A Council member motion providing recommendations to the province to take actions to provide sufficient funding to restore the railway infrastructure of Vancouver Island.</i>	
*H.6	<u>Resolution: Shifting Investment to Low-Emission Transportation</u>	467
	<u>Addendum: Report</u>	
	<i>A Council member motion recommending local governments call on the Governments of Canada and British Columbia to implement their commitment in the Pan-Canadian Framework on Clean Growth and Climate Change, to shift investments "from higher to lower-emitting types of transportation".</i>	
*H.7	<u>Resolution: Protection of Old Growth Forests on Vancouver Island</u>	468

Addendum: Report

A Council member motion recommending that the Provincial government amend the Vancouver Island Land Use Plan to protect all of Vancouver Island's remaining old growth forest on provincial crown land.

***H.8 To Seek Council Support to Allow Permanent Residents to Vote in BC
Municipal Elections**

469

Addendum: Report

A Council member motion recommending the Province of British Columbia make the necessary changes to allow Permanent Residents to vote in municipal elections in Victoria and other municipalities.

I. ADJOURNMENT OF COMMITTEE OF THE WHOLE

DVBA Budget Review 2019

Your Place to Be

**DOWNTOWN
Victoria**

Budget Request

- The Downtown Victoria Business Association is seeking approval of its 2019 Budget as per the *BUSINESS IMPROVEMENT AREA BYLAW, 2015*



**DOWNTOWN
Victoria**

The DVBA

- **The DVBA Mission** is to nurture and promote the vitality and vibrancy of downtown Victoria and its business community.
- **Our Vision** is to be the authority on all things happening in Victoria's downtown core.

Guiding Principles

- The Downtown Victoria Business Association is committed to:
- Being focused and strategic in deployment of resources
- Being accountable, fiscally responsible, and transparent
- Being responsive to the needs and expectations of stakeholders
- Act with integrity



Last Year: A Review

- Downtown Victoria is in the midst of an exciting urban renaissance;
- Retail vacancies below 4%;
- Low unemployment;
- Significant growth in residential housing right in downtown;
- The new retail, food, and beverage scene is creating a vibrant feel to downtown;



On The Map

- WASHINGTON POST:

“Victoria may be best known for high tea at the Empress, its proximity to the Butchart Gardens and for having one of the oldest Chinatowns in North America but while everyone was dismissing it as predictable, the British Columbia city got funky. Its compact, walkable downtown core is home to plenty of local artisans doing their own thing, from screen printing to letterpress, first-flush tea to cold-pressed olive oil. Chalk it up to the small population, a dedication to supporting locals and the space that comes from slowing down to island time.”

- THE NEW YORK TIMES:

“On lush Vancouver Island, this urban jewel offers innovative restaurants, gorgeous parks and gardens, and museums that celebrate the area’s many cultures.

This compact, eminently walkable city, set amid the breathtaking beauty and bounty of Vancouver Island, is lauded as one of the world’s top small urban destinations. Beyond the picture-perfect downtown waterfront, British Columbia’s capital is an exhilarating blend of cultures, from Canadian and First Nations to Chinese and European.”

**DOWNTOWN
Victoria**

The Team

- Jeff Bray, Executive Director
- Alison Gair, Executive Assistant – 12 years
- Rob Caunter, Clean Team Manager – 10 years
- Anne-Sophie Dementz, Marketing Manager
- Becca Blachut, Marketing Coordinator
- Annie Buck, Culture and Events Manager

**DOWNTOWN
Victoria**

DVBA Marketing



- Our Events Calendar is recognized as the go-to source for what's happening
- Our webpage has over 30,000 hits a month
- We have used a combination of leading edge social media content, coupled with traditional print and radio media

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Victoria**

DVBA Events



- YYJ Car Free Day
- Capital City Comic Con
- Downtown Victoria Buskers
- Pumpkin Pursuit
- Government Street Pedestrian Mall Pilot
- Winter Holiday Activations
- 28 Bastion Square Creative Hub

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Victoria**

DVBA Clean Team

- Our Clean Team is our most valued service for our members.
- They augment the work done by City staff and property managers.
- In 2018 they picked up 6,696 needles and removed 10,445 graffiti tags!



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Victoria**

DVBA Precincts

- Lower Johnson
- 600 Block Johnson
- Food Eco District
- Government Street
- Broad Street



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Lighting Grants



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DVBA Collaborations

- The DVBA collaborates with many groups in downtown:
 - City of Victoria
 - Destination Greater Victoria
 - Greater Victoria Harbour Authority
 - Greater Victoria Chamber of Commerce
 - Local businesses
 - Other BIAs
- Jeff sits on the Downtown Service Providers Committee
- Jeff is the Chair of the Communications and Community Engagement Working Group, and a member of the Steering Committee for the Coalition to End Homelessness

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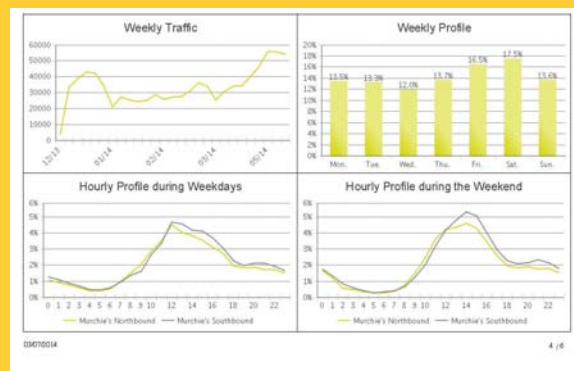
2019

- As downtown continues to evolve so to will the DVBA
- The DVBA will become the trusted authority on the elements required for a successful and sustainable downtown
- The DVBA will become a place making leader in Canada

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Victoria**

Additional Capacities of Focus

- Research
 - The DVBA will publish The Annual DVBA Report on Downtown (Spring 2019)
 - We will enhance the use of our pedestrian counters to better inform members and City staff to trends, patterns, etc.



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Marketing

The DVBA will focus on the experiential nature of downtown



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Events

- The DVBA will continue to support a variety of events as a sponsor
- We have re-committed to producing a first-class Buskers Festival
- Our new Culture and Events Manager is working to connect the Arts community to opportunities for creative activations downtown
- We will place an emphasis on the 'shoulder' seasons



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Proposed Winter Light Maze

- The DVBA would like to explore producing an amazing Light Maze for Decembers in Centennial Square
- We would of course need to work with the City for use of the public space
- The goal would be to create THE regional draw for everyone to come downtown

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- Key elements:
 - zero barrier
 - all ages and abilities
 - no charge
 - fully inclusive
 - scalable year over year
 - fully funded by the business community

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2019 Budget

Income:

BIA Levy	1,076,882.00
Other Income	40,500.00
Total Income	<u>1,117,382.00</u>

Expenses:

Administration	329,870.00
Clean, Safe & Sustainable	233,515.00
Marketing/branding/communications	223,500.00
Events	302,700.00
Networks/Partnerships	25,500.00
Total Expense	<u>1,115,085.00</u>

Surplus	2,297.00
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QUESTIONS?



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Victoria**



Presentation to City of Victoria Smart Mobility Proposal January 31, 2019

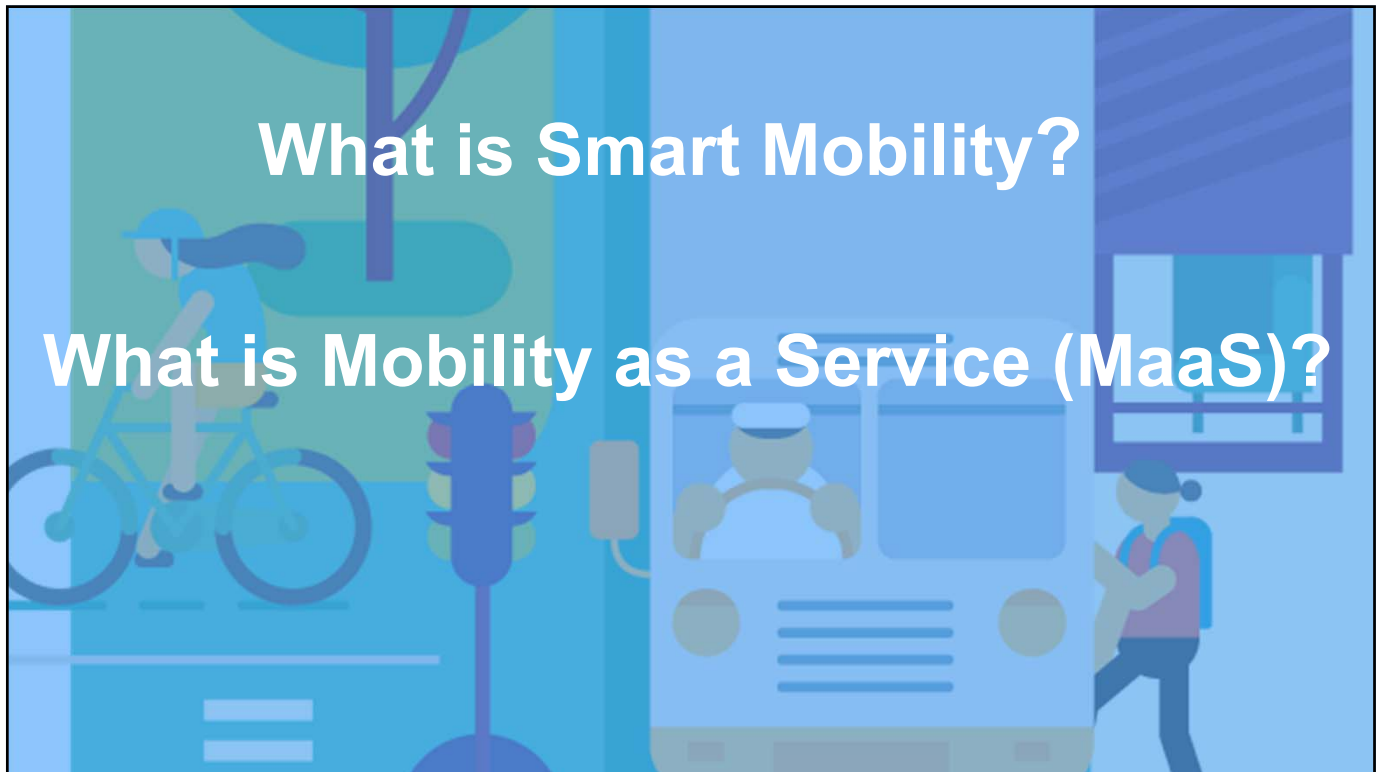
SOUTH ISLAND
**PROSPERITY
PROJECT**



Infrastructure Canada's Smart Cities Challenge

- In June 2018, Greater Victoria was selected as one of the top 10 best submissions from a pool of 126 different communities across Canada in the federal government's Smart Cities Challenge.
- The win awarded SIPP with \$250,000 in federal funds to further develop our proposal around Smart Mobility.







Indigenous Smart Mobility Pilot





Key Take-Aways

1. This is NOT infrastructure funding.
2. Why is transportation and mobility economic development? (1) identified as top economic concern among major employers, and (2) today, mobility solutions are technology-driven and not only government monopoly.
3. Smart mobility is about increased *convenience* to users by creating digital integration of service providers.
4. Smart mobility is about more *real-time data* for governments.
5. Smart mobility is about building a *partnership network* of government and non-government service providers.
6. Smart mobility *increases the value of government investments* in transportation-related services and infrastructure.



October 1, 2018

Capital Regional District
John Reilly, Manager Housing Planning and Programs
625 Fisgard St. P.O. Box 1000
Victoria, BC V8W 2S6

MAYOR'S OFFICE

OCT 05 2018

Dear John Reilly,

On June 11, 2018, the Honourable Minister Duclos announced a redesigned federal homelessness program called Reaching Home: Canada's Homelessness Strategy. Reaching Home will replace the Homelessness Partnering Strategy (HPS), starting on April 1, 2019.

A second, more detailed program announcement with information on all aspects of Reaching Home will be made in fall 2018. In the meantime, the purpose of this letter is to confirm your interest to continue in your role as a Community Entity for Victoria, BC under the Indigenous Homelessness funding stream.

Reaching Home will introduce greater flexibility in how funding can be used by introducing an outcomes-based approach whereby communities have more flexibility to allocate funds to better meet local needs and priorities. In addition, Reaching Home will introduce Coordinated Access to help communities shift towards a more systems-based approach to addressing homelessness that will ensure fairness, prioritize people most in need of assistance, and match individuals to appropriate housing and services.

In collaboration with community partners, including Indigenous organizations and service providers, and consistent with the Government of Canada's commitment to achieving reconciliation through renewed relationships with Indigenous Peoples, departmental officials will be exploring options to ensure that designated Indigenous investments under Reaching Home increase opportunities for Indigenous-led homelessness solutions, as well as for culturally-appropriate initiatives.

Recognizing that communities will require time to prepare for the program changes in advance of April 1, 2019 and determine how to prioritize their investments within the new program parameters, communities will be able to extend service projects for up to one year to avoid service disruptions. The Department will support Community Entities throughout this transition period.

In advance of more detailed discussions on how to manage the transition, which will take place in the context of negotiating contribution agreements, we are reaching out to Community Entities to confirm their interest to move forward with the renewed program in April 2019. These initial discussions will allow all parties involved to plan




ahead and mitigate any issues that may arise thereby ensuring a smooth transition for clients of the program and the organizations that serve them.

Please send written confirmation of your interest in continuing in your role as a Community Entity to Donna Wingfield, Senior Program Development Officer at donna.wingfield@servicecanada.gc.ca. Following receipt of your response, Donna will communicate with you to discuss next steps.

Thank you for your efforts to address homelessness in Victoria, BC.

Sincerely,



Grace Kerr on behalf of Jan Fix
Director Western -Territories Labour Market Programs

cc: **Lisa Helps**. CRD City of Victoria Co-Chair Greater Victoria Coalition to End Homelessness

Ian Batey, Community Director, Co-Chair Greater Victoria Coalition to End Homelessness





Committee of the Whole Report

For the Meeting of January 10, 2019

To: Committee of the Whole **Date:** December 5, 2018
From: Thomas Soulliere, Director – Parks, Recreation and Facilities
Subject: Youth Services Delivery Model

RECOMMENDATION

That Council approve the proposed improvement to the delivery of Youth Services, and refer consideration of funding a new full-time position as part of the 2019 Financial Planning process.

EXECUTIVE SUMMARY

The purpose of this report is to advise Council of the current investments in services for youth as well as describe a proposal that will enhance how these services are planned and delivered.

The City's investment in youth-related programs and services now exceeds \$1 million per year. At present youth programs and services are delivered directly by staff in various departments, as well as through several community organizations with funding support from the City. While there are benefits flowing from the current range of services for residents, the lack of a lead entity to coordinate and provide leadership on behalf of the City for the overall investment in these services, results in missed opportunities for aligning efforts to maximize outcomes and offers limited awareness about program outcomes.

To improve on the current state, staff recommend a coordinated approach, led by a new full-time staff position who would represent the City team, from a "home base" within the Recreation division. This new staff member would act as the primary point of contact for the planning and implementation of the Youth Strategy, and will ensure an increased level of staff support for current plans and future proposals relating to this area.

In addition, the new role will fill a related need as the key contact for community centre operators who provide services from City-owned neighbourhood facilities. These organizations leverage City infrastructure and funding support to provide a wide range of programs and activities for residents of all ages. While the daily operational responsibilities for these facilities generally lie with the individual operators, there is a need for consistent support relating to the coordination of activities within the terms of the license arrangements with the City.

Staff request that Council consider funding of this new full-time position to improve the planning and implementation of youth related initiatives, as part of the upcoming financial planning process.

PURPOSE

The purpose of this report is to follow-up with Council on the implementation of youth-related initiatives, as well as an opportunity to enhance how investments are planned and implemented.

BACKGROUND

The City invests significantly in programs and services relating to citizens of all ages. Child and youth participation and opportunities range from 0-6 months to 25 years. In the past year, the total investment in this area has exceeded \$1 million, through a combination of programs delivered by City staff or other community stakeholders.

The City is involved in the direct delivery of youth recreation programs and services through the Recreation division. The team offers 1,400 programs for youth relating to sport, aquatics, fitness, social development and leadership. The Recreation group also administers an annual training program for residents, Youth Leadership in Training, which provides temporary employment experience for young citizens over a 2-month term.

In addition, the City supports programs and services provided through 11 community/seniors centre operators, in neighbourhoods throughout the city. The City supports the work of these non-profit organizations through a variety of funding sources, including a Community Centre Youth Grant which offers additional capacity to engage local youth.

In April 2005, Council approved the establishment of the City of Victoria Youth Council (CVYC). The Youth Council is a youth-driven, grassroots program that offers opportunities for civic engagement. In 2018, Quadra Village Community Centre (QVCC) became the new organizational host for the Youth Council. The City has approved a \$26,000 grant to administer the Victoria Youth Council, along with logistical support as needed from City staff.

In February 2017, Council approved a three-year Youth Strategy, developed in collaboration with youth, focused on opportunities to enhance openness and inclusivity, increase communication and education about the City, and provide opportunities and support for youth and advocate on youth issues. In 2017, a part-time Youth Strategy Coordinator role was established on a one-time basis to assist with implementation of the strategy.

ISSUES & ANALYSIS

Current Delivery Model

At present youth-related initiatives are delivered through multiple City departments with variable levels of resourcing and coordination. The Recreation division delivers youth programs and services at the Crystal Pool and Fitness Centre and collaborates with colleagues in local governments throughout the region on programs, events and initiatives. Currently there is limited interaction between City staff and the various community groups and agencies that receive funding from the City for community services.

The City's Engagement department is currently responsible for supporting the implementation of the Youth Strategy, and with the Neighbourhoods Team, the work of the Youth Council. The Youth Strategy identified more than 20 initiatives to be undertaken over a three-year period, including how the City can better support youth. To-date, while much has been accomplished, many of the long-

term implementation requirements have not been fully scoped and costed, although some initial funding has been allocated to progress certain actions.

City staff in the Finance department administer the annual grant funding programs to support youth focused initiatives, including the Community Centre Youth Grants. The table below offers a summary of 2018 investments in youth-related services:

Recreation Programs and Services	\$853,570	Direct program delivery
Community Centre Youth Grants	\$84,423	Annual allocation
Youth Strategy Coordinator	\$30,000	One-time allocation
Youth Council Annual Grant	\$26,000	Annual funding
YLIT Program	\$20,000	One-time funding
Total City Investment in 2018	\$1,013,993	

The present lack of a staff lead to provide oversight of the overall portfolio of City investment is resulting in missed opportunities to share resources and meet common objectives amongst the various stakeholders involved.

Proposed Delivery Model

Staff recommend a coordinated approach that will improve service delivery for youth and increase accountability. The proposed model would be led by a new full-time staff position who would represent the City team from a “home base” in Recreation. This new position would act as the primary point of contact for the planning and coordination of Youth Services including the implementation of the Youth Strategy, youth programs and services, the Youth Council and community centre youth grants. This position would be responsible coordinating, planning and reporting on the impact of City investments, and assist with aligning further City support that may be required to make further progress on strategic objectives.

In addition to direct coordination of Youth Services delivered by City staff, the position will serve as the key contact for community centre operators. These organizations provide a wide range of programs and activities for residents of all ages. This new role will provide consistent support to community centre operators to enhance the City’s effective relationships with these stakeholders, as well as service agencies, youth and others focused on removing barriers to access and inclusion.

OPTIONS & IMPACTS

Staff recommend that Council support the proposed improvement to the delivery of Youth Services, including consideration of a new full-time position, within the 2019 Financial Plan.

This coordinated approach will improve the planning and implementation of youth related initiatives across the City, providing an increased level of staff support for current plans, future proposals and community partners.

Accessibility Impact Statement

Respect and respond to the perspectives, values and needs of individuals, groups and communities, and address barriers to participation.

2015 – 2018 Strategic Plan

The proposed model helps facilitate the following objectives in the City's Strategic Plan:

Objective 2: Engage and Empower the Community

Objective 7: Facilitate Social Inclusion and Community Wellness

Impacts to Financial Plan

Upon Council approval the requested funding would be allocated as a part of the 2019 Financial Plan.

Item:	Status:	Cost:	Benefit:
Recreation Supervisor	On-going	\$105,000	Oversight of Youth Services portfolio and support for Community Centre operators
Program Implementation	One-time	\$15,000	Resources to support program implementation
		\$120,000	Proposed new investments

Official Community Plan Impact Statements

9.12 Seek to maintain partnerships, policies and fee structures for parks and recreational facilities that encourage the participation of people of all ages, incomes, abilities, backgrounds and lifestyles.

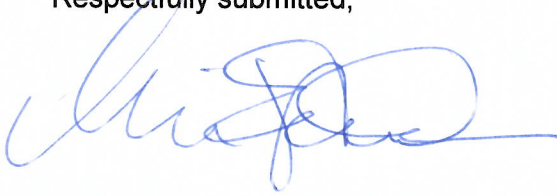
9.13 Work closely with community centres, senior centres, community organizations, the public library and residents to seek innovative opportunities to sustain and enhance community-based recreation services and programs.

9.14 Enhance child and youth-friendly parks and recreational facilities, services, and programs in the City, to promote a healthy community and to help attract and retain households with children.

CONCLUSION

This updated model will provide a more coordinated and effective delivery of the City's investments in youth programs to meet the growing needs of the community.

Respectfully submitted,



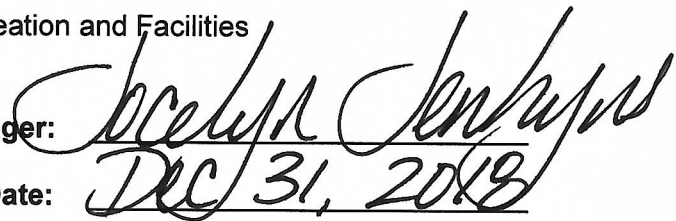
Bill Eisenhauer
Head of Engagement



Thomas Soulliere
Director
Parks, Recreation and Facilities

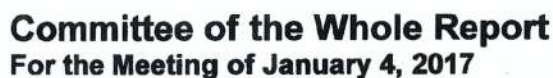
Report accepted and recommended by the City Manager:

Date:


DEC 31, 2018

List of Attachments

Appendix A – January 4, 2017 COTW Report (Youth Strategy Mid-Term Report)
Appendix B – Youth Strategy (February 2017)



Date: December 27, 2017

That Council receive this report for information.

The City's Youth Strategy (see Attachment A), adopted in February 2017, provides high-level guidance for how the City can build stronger relationships and points of connection with youth. In June 2017, the City hired a part-time Youth Strategy Assistant to support the implementation of the plan.

In the past six months, 80% of the Year 1 initiatives and 42% of Year 2 and Year 3 initiatives have been launched. The Youth Strategy Assistant has also provided support to numerous planning initiatives including neighbourhood planning, the Crystal Pool and Wellness Centre Replacement Project and engagement on the 2018 budget.

- Development of a Youth Hiring Strategy
- Needs Assessment Started for Youth Space
- Partnership forged with School District 61 for activities to launch in 2018
- Collaboration with City of Victoria Youth Council
- Pilot youth engagement techniques in neighbourhood planning
- Involvement in the Create Victoria Arts and Culture Master Plan
- A Youth Engagement Checklist for use by City staff to plan youth engagement

- Complete youth space needs assessment on functional considerations
- Work with the engagement team to build youth engagement activities into City engagement plans
- Train engagement staff on planning for youth engagement, including outreach, techniques, budget considerations and measurement
- Identify opportunities for Council to engage with youth through the Ask-a-Youth model
- Implement School District pilot programs on a variety of initiatives of interest, including neighbourhood planning and climate change
- Continue implementation of Youth Hiring Strategy

- Work on a strategy to strengthen relationships with youth outreach workers and youth service providers to better understand the challenges and needs of marginalized youth

Year 3 budget items and on-going support for youth initiatives will be requested through the future budget process.

PURPOSE

The purpose of this report is to provide an update on the implementation of the Victoria Youth Strategy.

BACKGROUND

In February 2017, Council approved the Victoria Youth Strategy developed by a team of 10 youth over the course of seven months. The Strategy provides a roadmap for the City to better engage youth, focusing on organizational change to strengthen the City's culture and practices in relation to youth, such as hiring more youth at the City and involving youth in decision making. The Strategy identifies more than 20 initiatives to be undertaken over a three-year period, including how the City can better support youth with services, such as establishing a space for youth designed by youth, and creating a list of youth services and programming in the City.

Youth Strategy 2017 accomplishments

- Youth Strategy assistant hired: June 2017
- Youth Hiring Strategy: A youth hiring strategy was created to increase the number of people working at the City under the age of 25 in order to create a more diverse and inclusive staff, train future leaders and integrate youth perspectives in City operations and initiatives. Most of the 10 initiatives in the hiring strategy focus on recruiting for summer jobs and career opportunities, including a "Getting Hired at the City" brochure series that promotes youth-friendly jobs at the City. The brochures will be distributed at schools and will be available at career fairs, the Crystal Pool and other locations frequented by youth.
- Needs Assessment: Youth space
 - 12 youth participated in a series of three workshops to determine what youth want to see in a meet up space in the City. The focus group identified services, as well as operational and location considerations. This feedback was used to create a survey to engage more broadly with youth throughout the City.
 - Youth survey: 96 youth responded to the online survey about the youth space. The surveys are being analyzed and the data will help inform next steps.
 - Research was also conducted on youth spaces provided by other municipalities.
- Partnership with School District 61: The City and School District have agreed to partner on a series of pilot programs to roll out in spring 2018. The purpose is to provide children and youth with a better understanding of what the City does and how they can participate in shaping the future of the City. The pilot programs are currently under development, but may include:
 - workshops on planning initiatives (such as charrettes or walkshops for neighbourhood planning)

- joint projects (such as a mural project with youth artists)
- model Council meetings
- Partnership with City of Victoria Youth Council: The City and the Youth Council are collaborating on the following initiatives
 - Neighbourhood planning: The City has provided training to the Youth Council on public participation principles and approaches. The Youth Council will support the City's efforts to engage more youth in neighbourhood planning
 - Youth Council is refreshing the youth services website (youthcore.ca) and assessing other tools needed for communicating youth services in the City
 - Youth Council hosted a 2018 Budget Viewing Party
- Engagement techniques piloted:
 - Neighbourhood planning engagement
 - Margaret Jenkins school workshop
 - Skate Park Pop-up
 - Ask a Youth Focus groups – bringing together groups of youth to have two-way dialogues on issues
 - Educational presentations and resources for teaching youth about the City of Victoria (5 presentations to more than 100 youth)
- Youth Arts and Culture strategies were drafted and have been integrated into the Create Victoria Arts and Culture Master Plan, including:
 - Increasing opportunities for all-ages concerts and events
 - Professional development opportunities for young artists
- Youth Engagement Checklist: A checklist has been developed has been developed for use by City staff to plan youth engagement

2018 Priorities – Youth Strategy:

- Complete youth space assessment on functional considerations: operations, insurance, explore potential locations.
- Ensure youth engagement activities are planned into all City engagement plans
- Train staff on planning for youth engagement, including outreach, techniques, budget considerations and measurement
- Continue implementation of the Youth Hiring Strategy.
- Work with staff to improve and increase fun, accessible programming for youth
- Identify opportunities for Council to engage with youth through the Ask a Youth model – bringing together a focus group of youth around particular matters.
- Implement School District pilot programs on a variety of initiatives which may include:
 - Neighbourhood planning
 - Intro to City Hall
 - Plastic bag reduction

- Climate change initiatives
- Arts and culture initiatives
- Explore opportunities to partner with Camosun College's social marketing class on a City initiative.
- Explore the development of youth volunteer opportunities at the City. This program would provide youth, middle and high school students with structured volunteer opportunities throughout the City. Upon completion of the program, youth would receive a certificate of completion and job reference. Volunteer hours could also count towards school credit where such programs exist.
- Co-operative education programs for youth: With the successful negotiation of the collective agreement, the City will now work on developing a structured program for co-operative education.
- The youth team felt it was very important that marginalized youth are supported and have the opportunity to engage in City initiatives and decision-making. Staff are working on a strategy to strengthen relationships with youth outreach workers and youth service providers in order to better understand the challenges and needs of marginalized youth.
- The Youth Strategy included an action to review City policies and bylaws to ensure they support and do not discriminate against youth. A complete review of all City bylaws is not possible within existing resources; however, Council's inclusivity motion and other policy reviews identified in the Create Victoria Arts and Culture Master Plan will also address some youth-related issues. Staff are exploring cost-effective alternatives to identify ways in which to implement a more comprehensive review of City policy as it relates to youth and will report back to Council with options.
- Refine metrics for youth engagement and evaluation of youth participation in a range of City initiatives.
- Conduct annual Youth Strategy evaluation and reporting.

Update on Victoria Youth Council

The City provides a \$26,000 annual grant to the BC Healthy Communities Society to administer the Victoria Youth Council. The group currently meets on a weekly basis at the Dock on Cormorant Street.

This year's City of Victoria Youth Council includes a diverse group of young people aged 14-24. The Council is committed to forming a group that represents the diversity of youth in Victoria and actively encourages applications from youth of colour, youth with disabilities, young mothers, Indigenous youth, LGBTQ2+ youth and youth from all socio-economic and ethnic backgrounds. The group includes new members who are currently in grade nine, as well as others who attend high school, post-secondary institutions and some who have finished school and work in their respective sectors.

This year, Youth Council has been tasked with carrying out some of the strategic objectives outlined in the City's Youth Engagement Strategy and has aligned some of their priorities with that of Council's Strategic Plan.

These are some of the current community action projects being explored:

1. Placemaking and temporary public installations
2. Addressing Victoria's shrinking tree canopy
3. Facilitating a heritage of displacement tour in the Greater Victoria region

The Youth Council is currently being administered by BC Healthy Communities until the end of June 2018. BC Healthy Communities has indicated that at the end of this year's program, they will no longer be involved in administering the Youth Council. Prior to this date, City staff will evaluate options and bring a recommendation forward for Council decision on how to proceed with administering the 2018-2019 Youth Council program.

Accessibility Impact Statement

Youth identified accessibility as a priority. This will be factored into all Youth Strategy initiatives, particularly the design and operation of the future space for youth.

2015 – 2018 Strategic Plan

Implementation of the Victoria Youth Strategy is an outcome of Council's strategic objective, "Engage and Empower the Community."

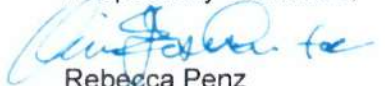
Impacts to Financial Plan

Council is considering a supplementary budget request of \$30,000 as part of the 2018 Financial Plan process for implementation of Year 2 initiatives of the three-year Victoria Youth Strategy.

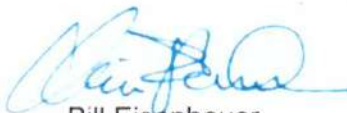
CONCLUSIONS

The implementation of the Victoria Youth Strategy continues to progress on schedule with some potential exciting developments in the next few years including a youth space, an on-going partnership with the School District, co-op education opportunities and a structured volunteer program. As the City establishes services and programs for youth, on-going funding, staffing and resourcing will be required. This will be considered through a future budget process.

Respectfully submitted,



Rebecca Penz
Engagement Advisor
Engagement Department



Bill Eisenhauer
Head
Engagement Department

Report accepted and recommended by the City Manager:

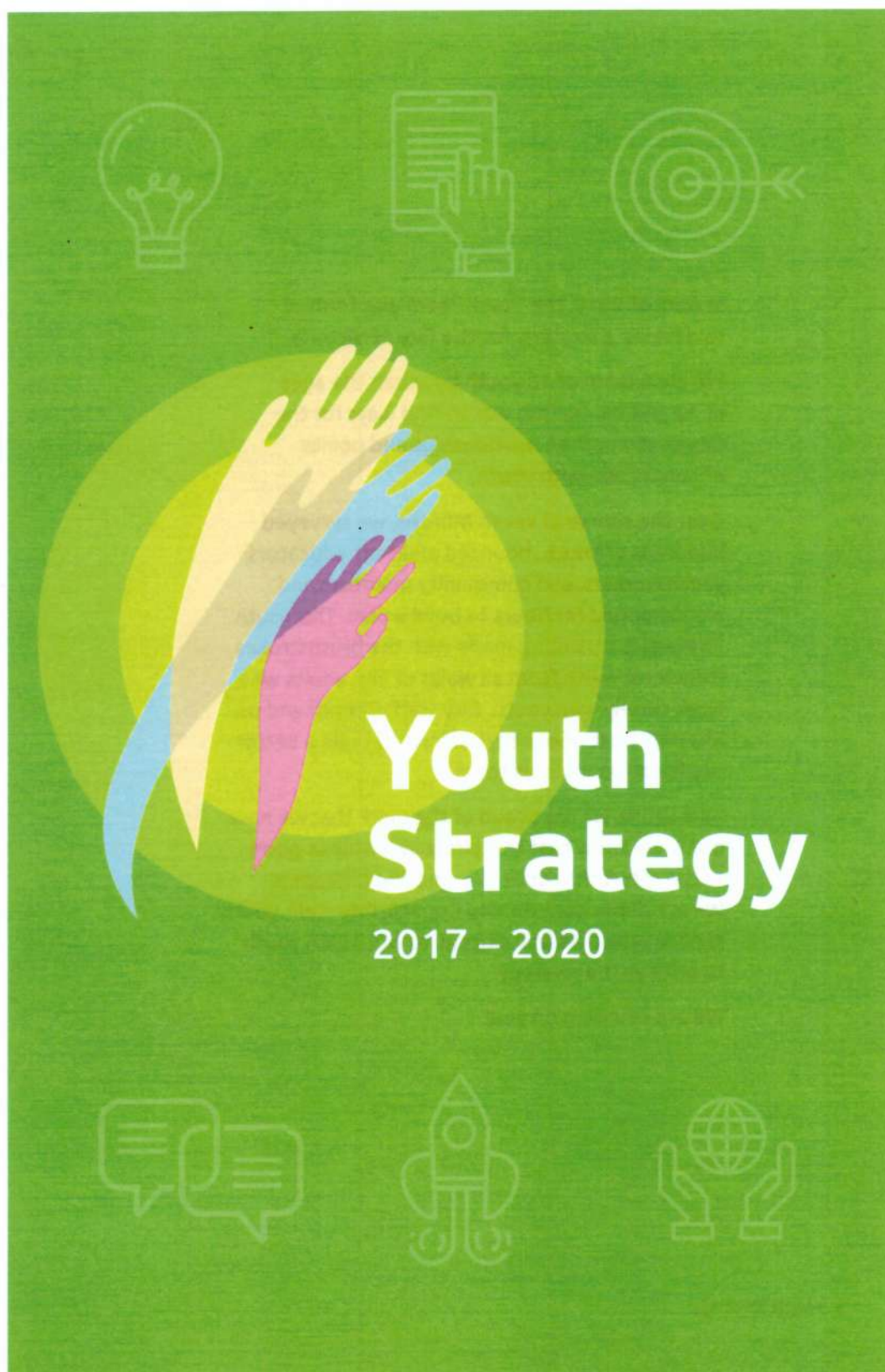


Date:

December 27, 2017

List of Attachments

- Attachment A: Victoria Youth Strategy



In April of 2016, the Youth Team was formed to develop a strategy for the City of Victoria.

We are a team of 10 youth between the ages of 12 and 25. Our job was to find ways for the City to strengthen relationships and points of connection with youth.

Over the course of seven months, we surveyed hundreds of youth, bounced ideas off educators, youth workers, and community members and workshopped for hours to build a plan. The Youth Strategy is a painting made with the brushstrokes from local youth from all walks of life, adults who work closely with youth, City staff, Council and us. It is the result of our best efforts to build a better city for all youth in Victoria!

As much as we are proud of the work that we have done, we know that this strategy is only as good as the effort that goes in to making it happen. We are dependent on City Council, City staff, youth service providers and citizens to work with youth to achieve the strategy.

We are counting on you!



**What is this
document?**



Vision

We envision a City that works together with
all youth in order to build a welcoming,
open-minded and lively City where
all youth feel that they have a voice



Mission

To get all local youth involved
in the City of Victoria



Focus Areas

Focus
Area

1

Openness and Inclusivity



In order to do this, the City should

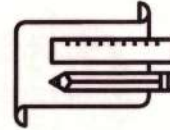
- Get youth involved in projects and initiatives by:
 - Targeting youth for engagement
 - Creating a checklist for “how to” connect with youth
 - Taking more time to connect with youth
 - Setting aside money for youth involvement
- Be open and non-selective when engaging youth
- Provide a list of youth support services and programming and connect youth with non-profits
- Ask a Youth: bring groups of youth together to have two-way dialogue with Council on issues
- Support the City of Victoria Youth Council through a review of its purpose
- Provide grants for youth-led projects
- Review City policies and bylaws to ensure they support and do not discriminate against youth
- Prioritize accessibility in building design



**Focus
Area**

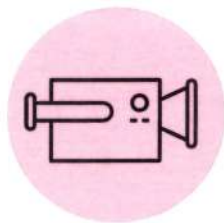
2

Communication and Education



In order to do this, the City should

- Use youth-friendly language in Council reports and documents and other materials coming from the City
- Partner with schools and the school district to create a learning tool for children and youth that:
 - gets kids involved at a young age
 - is sensitive to different learning styles
 - gets kids to participate (not just sit in a classroom)
 - includes tours, informational videos, urban planning lessons, job shadowing
- Create a youth website/webpage
- Reach youth in youth places such as bus stops and on buses, schools and community centres to let them know about City events and initiatives



Focus
Area

3

Opportunities and Support



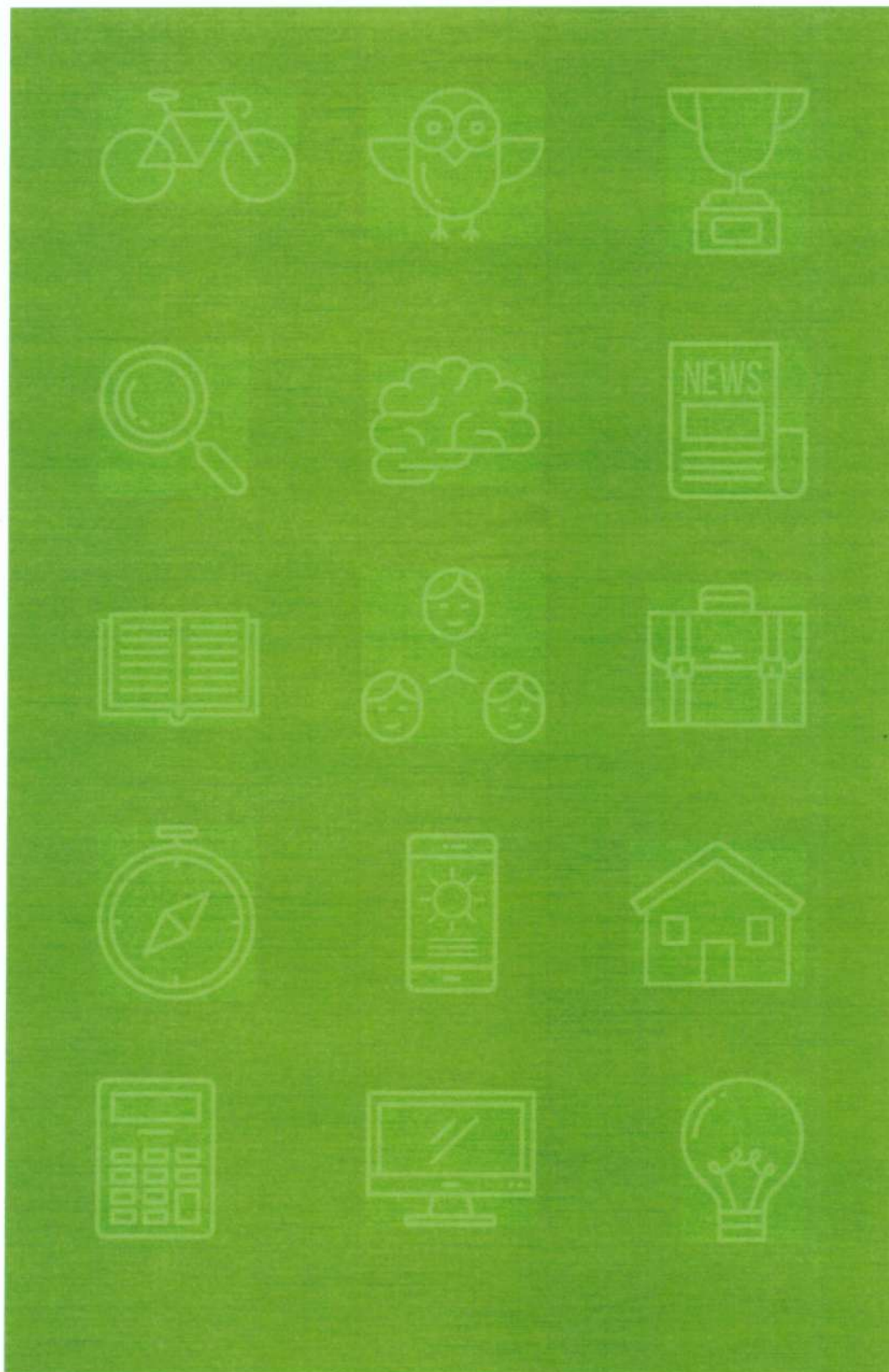
In order to do this, the City should

- Launch a Youth Hub in partnership with a youth-serving organization. The Youth Hub is a space that is for youth and run by youth. It is a hub for youth to:
 - get information about programs and activities
 - share ideas
 - find out about employment and volunteer positions
 - seek support and contacts for youth serving organizations
- Hire more youth
- Make entry-level job postings youth-friendly by:
 - Advertising through youth media
 - Using youth-friendly language
- Increase communication and provide better support for organizations responsible for youth outreach and addictions support
- Push for affordable housing for youth and families
- Push for affordable rates for youth bus passes
- Create City mentorship or job shadowing programs
- Program fun stuff for youth not just educational
- Ensure transportation aligns with programs



Contact Information

victoria.ca/youth





Youth Services Delivery Model

Committee of the Whole

January 10, 2019



Purpose

- Review current City investments in services for youth
- Seek support for a new approach to enhance how youth services are planned, delivered, and communicated



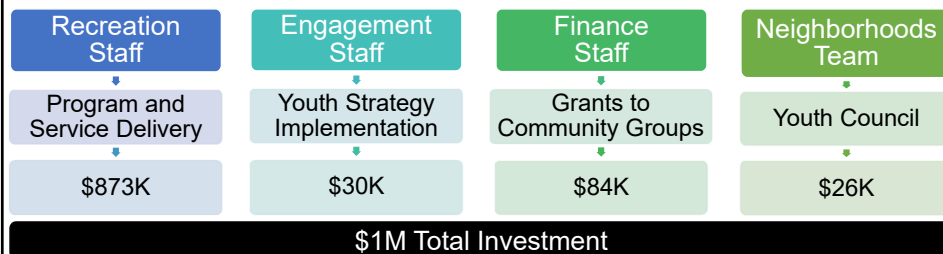
Background

City investment and involvement in youth-related services:

- Program and service delivery
- Youth Strategy implementation
- Grants to community groups
- Youth Council



Current Model



Challenges

- Lack of staff lead to provide coordination, support, and reporting on outcomes
- Lack of coordination results in missed opportunities for aligning efforts to maximize impact



Proposed Approach

City Lead:
Recreation

Lead
Program and
Service Delivery

Support
Youth Strategy
Implementation

Support
Youth Council

Liaise with
Community
Centre Operators

Benefits

- Single primary contact for City investment in youth
- Increased staff support
- Improved planning, resource sharing, reporting on results
- Staff liaison for community centre operators



Financial Impact

Recreation Supervisor (new position)	On-going	\$105,000	Dedicated leadership and support for youth services, as well as community centre operators
Program Implementation	One-time	\$15,000	Resources for program planning and implementation
Total proposed investment (2019)		\$120,000	



Recommendation

That Council approve the proposed improvement to the delivery of Youth Services, and refer consideration of funding a new full-time position as part of the 2019 Financial Planning process.





Committee of the Whole Report For the Meeting of January 31, 2019

To: Committee of the Whole **Date:** January 18, 2019
From: Andrea Hudson, Acting Director, Sustainable Planning and Community Development
Subject: Rezoning Application No.00654 for 700 Government Street

RECOMMENDATION

That Council instruct staff to prepare the necessary Zoning Regulation Bylaw Amendment that would authorize the proposed development outlined in Rezoning Application No. 00654 for 700 Government Street, that first and second reading of the Zoning Regulation Bylaw Amendment be considered by Council and a Public Hearing date be set.

LEGISLATIVE AUTHORITY

In accordance with Section 479 of the *Local Government Act*, Council may regulate within a zone the use of land, buildings and other structures; the density of the use of the land, building and other structures; the siting, size and dimensions of buildings and other structures; as well as, the uses that are permitted on the land, and the location of uses on the land and within buildings and other structures.

EXECUTIVE SUMMARY

The purpose of this report is to present Council with information, analysis and recommendations for a Rezoning Application for the property located at 700 Government Street. The proposal is to rezone a portion of the lot from from the IH-PARK Zone and the IH-PARK-R Zone, to a new zone that allows for a restaurant patio.

The following points were considered in assessing this application:

- The proposal is generally consistent with the *Official Community Plan*, 2012 (OCP), which identifies the harbour as a tourist hub and recreational asset
- the proposal is generally consistent with the OCP and the *Downtown Core Area Plan*, 2011 (DCAP) which supports the enhancement of the public walkway along the waterfront, including through active uses such as outdoor dining spaces. Further, it is consistent with the outdoor dining areas guidelines in the *DCAP*
- the proposal maintains a wide public walkway on the causeway in front of the patio, which is consistent with visions of the OCP, DCAP and the *Downtown Public Realm Plan & Streetscape Standards*, 2017, which aim to maintain and enhance the harbour-front walkway.

BACKGROUND

Description of Proposal

This Rezoning Application is to allow for a larger restaurant patio than is currently permitted in the IH-Park-R Zone, Inner Harbour Parks & Causeway District. The existing and proposed patio area is located along the Inner Harbour Causeway. The patio is used as part of the restaurant business at 812 Wharf Street, which is on a separate lot.

The patio is adjacent to the heritage designated building at 812 Wharf Street. The patio fencing, seating, and other furnishings are all movable and not fixed in place year-round. The application does not include any changes to the building or structural permanent additions to the patio area.

The following changes from the standard existing zones are being proposed and would be accommodated in the new zone:

- To allow for a larger outdoor seating area, the proposal is to rezone the existing IH-PARK-R area, as well as, a small portion of the land adjacent to the seating area, which is currently zoned IH-PARK Zone, Inner Harbour Parks & Causeway District.
- The total proposed area of the outdoor seating area is 88.41m². This is an additional 28.41m² of patio space beyond what is currently permitted.

Sustainability Features

The applicant has not identified any sustainability features associated with this proposal.

Active Transportation Impacts

The proposal increases the width of the public walkway on the causeway in front of the patio, consistent with the visions of the OCP, DCAP and the Downtown Public Realm Plan & Streetscape Standards, which aim to maintain and enhance the harbour-front walkway. Relocating the patio entryway to the east side of the patio will move customer queuing activity away from the main walkway thoroughfare on the Lower Causeway.

Public Realm Improvements

No public realm improvements are proposed in association with this Rezoning Application.

Accessibility Impact Statement

Relocating the patio entry to the east side of the patio will move customer queuing activity away from the main walkway thoroughfare on the Lower Causeway, which will improve pedestrian traffic. The reconfigured patio space is also designed to provide accessible seating areas for patrons.

Land Use Context

The subject site is located on the causeway of Victoria's Inner Harbour. The area is characterized by a mix of active commercial, tourism and public park uses with some nearby multi-family residential buildings.

Existing Site Development and Development Potential

The subject property has two zoning designations. The IH-PARK-R Zone, Inner Harbour Parks & Causeway Restaurant District currently allows for restaurant use with a maximum of 60m² to be used for outdoor seating. The area in this zoning designation is approximately 60m². The zoning on the causeway beyond this area is IH-PARK Zone, Inner Harbour Parks and Causeway District, which only allows for park uses.

Relevant History

The original smaller patio area was added in approximately 1987. To permit the patio, a portion of the causeway was rezoned to add 'restaurant' as a permitted use, up to a maximum of 60m². The patio use has been in regular operation since this time. The patio area is currently leased from the Greater Victoria Harbour Authority, who have owned the property along the Lower Causeway since 2002.

Based on archival aerial photos, the patio space appears to have increased in approximately 2008. At about the same time, renovations to the restaurant took place; however, the approved plans did not include the patio area. Occupancy permits issued by the City and used for liquor licencing have shown the larger layout dated as far back as 2011; however, the discrepancy between the larger patio area and the zoning did not come to staff's attention until 2017 when the restaurant owner was exploring opportunities to make exterior improvements. The proposed patio area in this application extends outwards one foot less than the unapproved larger patio area that has been on the site in recent years. In summary, while the application represents an expansion to the area that is currently zoned to permit outdoor seating, it represents a decrease in the size of the patio that has been operating onsite for the past few years.

Community Consultation

Consistent with the *Community Association Land Use Committee (CALUC) Procedures for Processing Rezoning and Variance Applications*, the applicant has consulted the Downtown Residents Association CALUC at a Community Meeting held on June 13, 2018. A letter dated October 23, 2018 is attached to this report. The proposed plans have since been revised to slightly reduce the patio depth. At the time of writing this report, an updated letter from the CALUC had not been received.

ANALYSIS

Official Community Plan

The proposal is generally consistent with the Official Community Plan, which identifies the harbour as a tourist hub and recreational asset and supports patios within the public realm that maintain a visual and auditory connection with the public.

Downtown Core Area Plan

The Downtown Core Area Plan includes the proposed site in the Inner Harbour District, which envisions dually active frontages on Wharf Street and the waterfront, and additionally supports the maintenance of tourism related activities throughout the district. The proposed increased patio area is consistent with these policies. The proposal is specifically supported by the outdoor dining areas guidelines of the DCAP, which supports outdoor dining areas on public and private property that are coupled with adjacent indoor spaces.

The proposed patio is consistent with the vision of the Inner Harbour District, as well as the *Victoria Harbour Plan*, 2001, to support the sensitive integration of improvements with heritage properties. Additionally, there are no proposed changes to the building, or proposed structural additions to the patio area.

Harbourfront Pathway and Public Realm Plan

The proposal maintains a wide public walkway on the causeway in front of the patio, which is consistent with the vision of OCP, DCAP and the Downtown Public Realm Plan to maintain and enhance the harbourfront walkway. The proposal also supports the objective of the Downtown Public Realm Plan to support programming along the harbour pathway that draws people to the waterfront.

The *Greenways Plan*, 2013 identifies the harbour pathway as a top development priority, the implementation of which is supported by the *Harbour Pathway Plan*, 2008. The proposal would provide 4.5m for the harbour pathway in front of the patio, as measured from the patio edge to the bollard 'mushroom' lighting at the edge of the causeway, consistent with the range of widths established for harbourfront pathway development. The Harbour Pathway Plan identifies 'existing conditions' at the Lower Causeway as generally meeting a 4.11m width. Given the patio's consistency with the policies related to enhancing the harbourfront walkway, as well as, the need to maintain an adequately accessible patio area for patrons, a 4.5m width for the harbourfront at this location is considered to be supportable.

Tree Preservation Bylaw and Urban Forest Master Plan

There are no Tree Preservation Bylaw impacts with this application and there are no impacts to public trees with this application.

CONCLUSIONS

The proposal to add patio space to the restaurant patio is consistent with relevant policies by providing outdoor dining with connections to the public realm, and by encouraging activity at the harbour pathway level. Staff recommend that Council consider supporting this application.

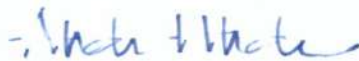
ALTERNATE MOTION

That Council decline Rezoning Application No. 00654 for the property located at 700 Government Street.

Respectfully submitted,



Chloe Tunis
Planning Analyst
Development Services



Andrea Hudson, Acting Director
Sustainable Planning and Community
Development Department

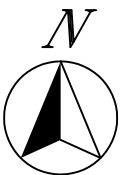
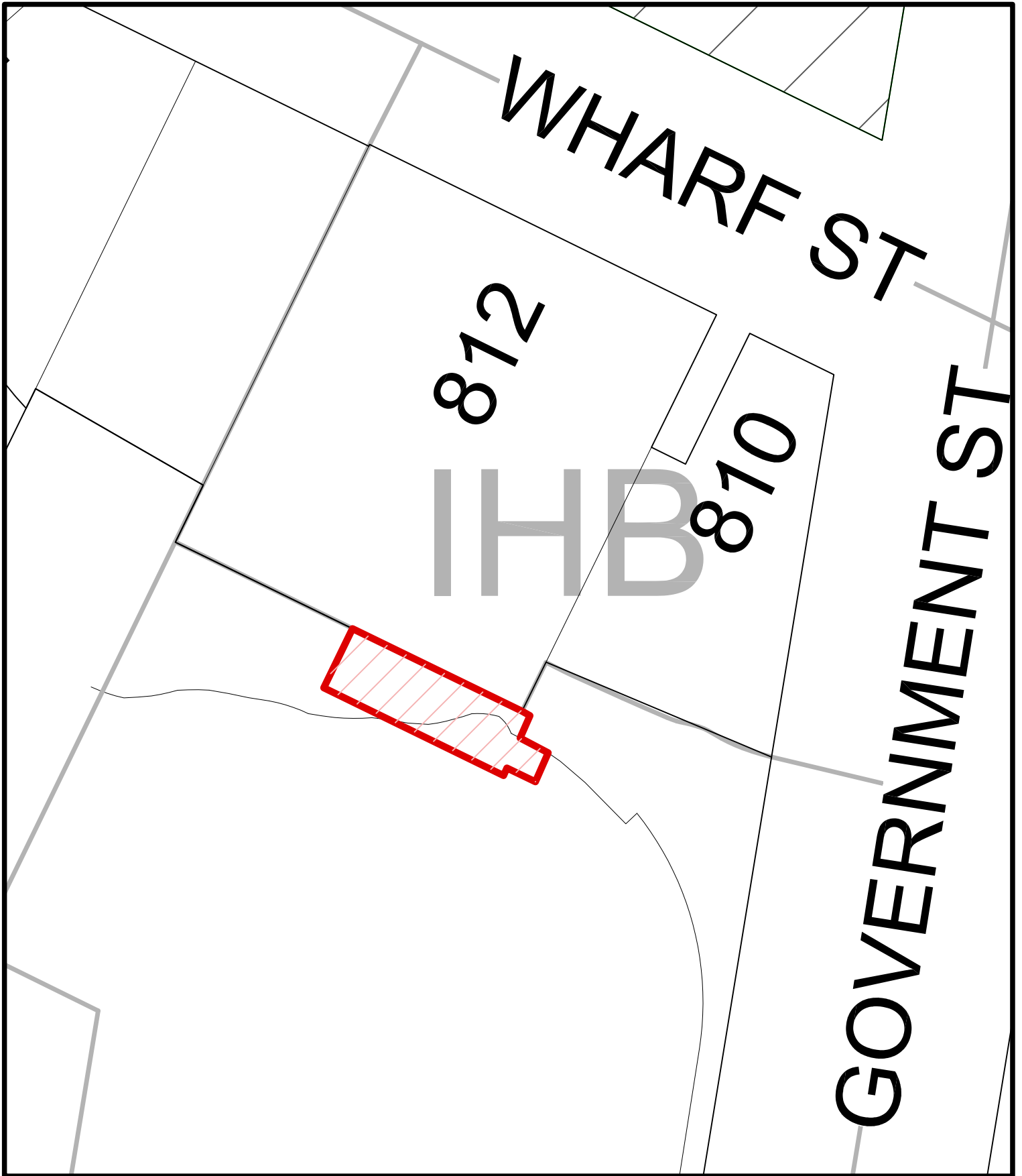
Report accepted and recommended by the City Manager.

Date:

Joelynn Tenbrunsel
Jan 21, 2019

List of Attachments:

- Attachment A: Subject Map
- Attachment B: Aerial Map
- Attachment C: Plans date stamped December 14th, 2018
- Attachment D: Letter from applicant to Mayor and Council dated January 8th, 2019
- Attachment E: Letter from the Greater Victoria Harbour Authority dated November 5th, 2018
- Attachment F: Community Association Land Use Committee Comments October 23rd, 2018



700 Government Street
Rezoning No.00654



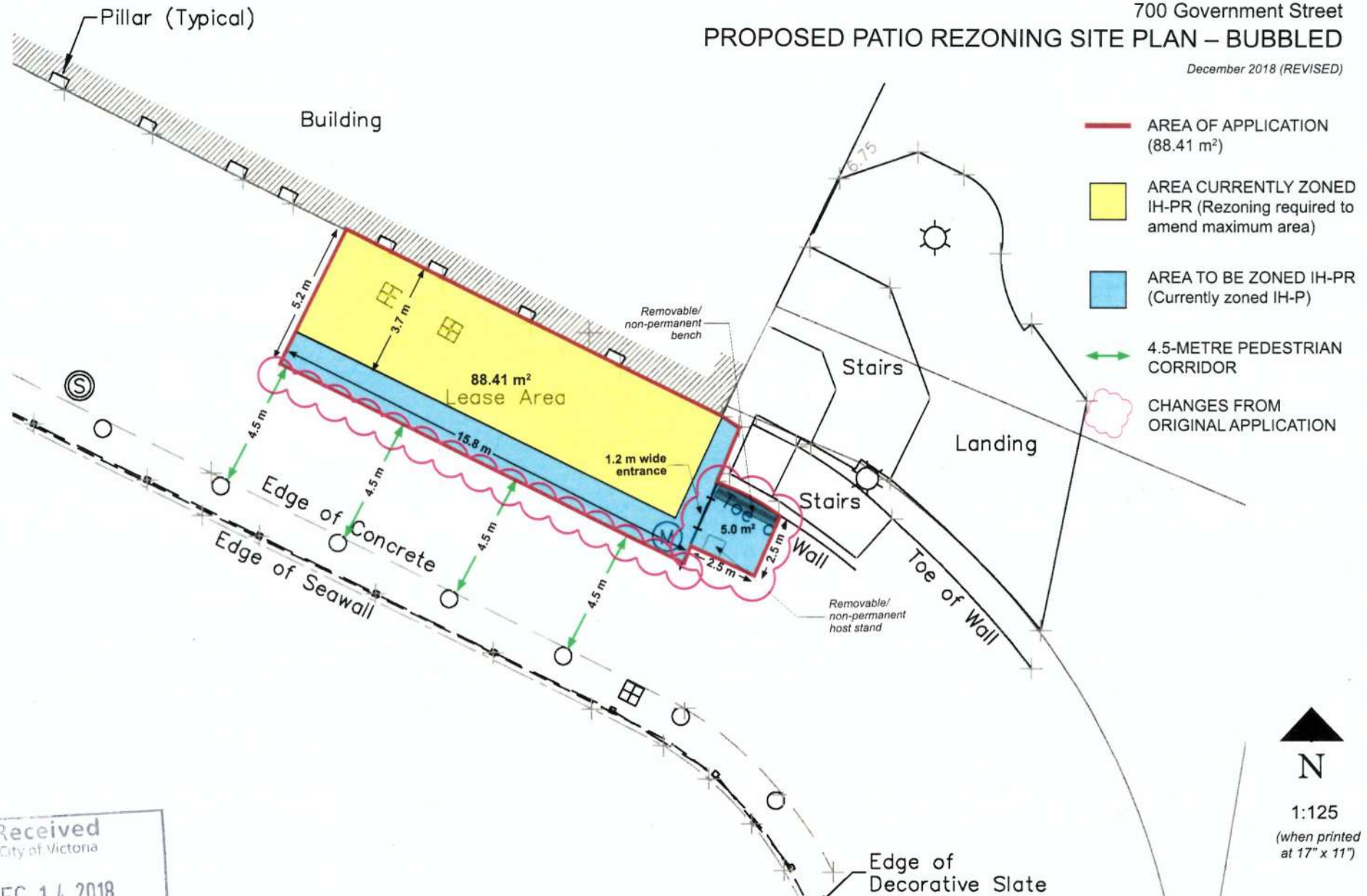


700 Government Street
Rezoning No.00654



700 Government Street
PROPOSED PATIO REZONING SITE PLAN – BUBBLED

December 2018 (REVISED)



Received
City of Victoria
DEC 14 2018
Planning & Development Department
Project Services Division



STRONGITHARM CONSULTING LTD.

January 8, 2019

(revised from June 22, 2018)

Mayor Lisa Helps & Council
City of Victoria
1 Centennial Square
Victoria BC V8W 1P6

Re: 700 Government Street Rezoning Application

Dear Mayor Helps & Council:

Strongitharm Consulting, on behalf of the Greater Victoria Harbour Authority (GVHA), is pleased to submit this application to rezone the property located at 700 Government Street (Milestone's Restaurant Causeway Patio), which adjoins the restaurant property at 812 Wharf Street.

Background

Milestone's (Causeway Restaurants Ltd.) has been a popular fixture along the Inner Harbour Causeway for more than 30 years, and is an important part of the Inner Harbour milieu, serving visitors and locals alike. It has recently been discovered by Milestone's that the zoning (IHP-R, Inner Harbour Parks and Causeway Restaurant District) for the restaurant's Lower Causeway patio area is slightly smaller than the lease area that has been in place for many years – first with the City, and subsequently with the GVHA. The intention of the rezoning is to correct this anomaly.

As a result of recent conversations and agreement with the landlord (Greater Victoria Harbour Authority) and City staff, the original area of application has been slightly modified to allow for more convenient entry to the patio and improved pedestrian traffic flow along the Lower Causeway. A site plan indicating the revised area of application is attached.

The Proposal

The purpose of the application is to align the IHP-R zone with the slightly revised restaurant patio configuration, as discussed with City staff and the GVHA. The area of application is now 52' x 17' (15.8 m x 5.2 m). A small entrance area at the east side of the patio is included in the proposed zoning.

CALUC Meeting

A CALUC meeting was hosted by the Downtown Victoria Residents Association on June 13, 2018. No members of the public attended.

In Conclusion

This rezoning is intended to correct an historical discrepancy, and align the Zoning Bylaw with the long term patio lease area at 700 Government Street (now as amended and described above). The use of the area is not changing, there will be no additional seating, and the pedestrian passageway along the Lower Causeway will be improved.

Should you require any further information, please do not hesitate to contact the undersigned (250-889-1862 or, dstrongitharm@cityspaces.ca).

Yours truly,

A handwritten signature in black ink, appearing to read 'Deane Strongitharm', with a long horizontal stroke extending to the right.

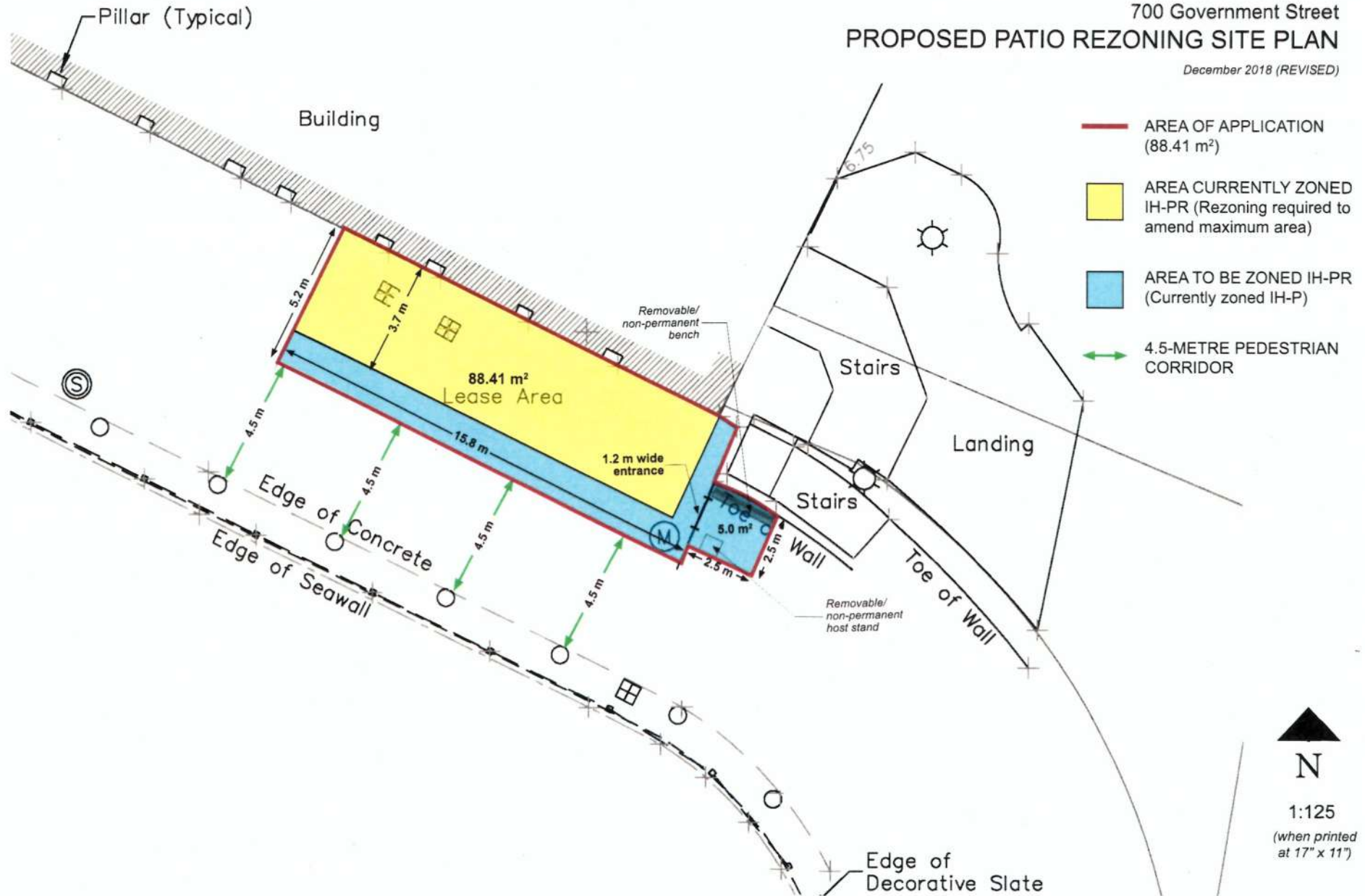
Deane Strongitharm, MCIP, RPP

Attach. Proposed Patio Rezoning Site Plan, December 2018

cc: Johanna Ward, Causeway Restaurants Ltd.
Sonterra Ross, Greater Victoria Harbour Authority

700 Government Street PROPOSED PATIO REZONING SITE PLAN

December 2018 (REVISED)





100-1019 Wharf Street, Victoria, BC V8W 2Y9

p: 250.383.8300 | tf: 1-800-883-7079

e: gvha@gvha.ca | w: gvha.ca

Milestones Restaurant
c/o Deane Strongitharm
101 – 848 Courtney Street
Victoria BC V8W 1C4

November 5, 2018

Sent via email to dstrongitharm@cityspaces.ca

Deane

RE: MILESTONES REZONING APPLICATION

You have asked for some background information in regards to the Greater Victoria Harbour Authority's (GVHA) management of its Inner Harbour property as it relates to the Milestones Restaurant lease, which may help inform the current rezoning application to formalize the current patio space.

Although the GVHA was founded in 2002, the management of its causeway property was not taken over until 2005. The lower causeway is part of fee simple lands owned by the GVHA extending around to Ship Point. Prior to 2002, the lower causeway was owned by Transport Canada with the City managing causeway activities, including the long-established busker and food service vendor activities that have long been hallmarks of the causeway that adds life and vitality to it. The City continued to manage the causeway until 2005.

In 2006, GVHA and Milestones discussed a minor extension to the patio area to provide improved access for staff and host station. The lease area was then amended to reflect those discussions. The small extension to the lease area made practical sense and was done fully considering public access and convenience.

The Milestones patio area has operated in its current configuration for at least the past 12 years. At the time of the offer to extend the patio area, there was no consideration what-so-ever that there may be a zoning inconsistency, nor has there been any issue or concern expressed by the City with respect to occupancy since. I understand that the only reason why the minor variance in zoning was discovered was due to Milestones approaching the City and, upon some research, it came to light and was a surprise to all parties.

It is noted that the main Milestones lease and lease rent is with the City and the only interest GVHA has is the land lease of the causeway space allocated to Milestones.

Milestones has always worked cooperatively with the GVHA and are welcomed causeway tenants. We are fully in support of this small application for rezoning, which is effectively a minor housekeeping matter to remedy what has been a long-established and accepted practice.

Yours truly,

Sonterra Ross
Chief Operating Office, Greater Victoria Harbour Authority



1715 Government Street
Victoria, BC, V8W 1Z4

Mayor and Council
City of Victoria
No.1 Centennial Square
Victoria, BC, V8W 1P6

October 23, 2018

Re: Rezoning – Milestones Restaurant Patio

Dear Mayor Helps and Council,

The DRA LUC has reviewed the application for the proposed rezoning and hosted a CALUC meeting on June 13, 2018 for the above-mentioned application.

Based on the information presented by the applicant, the purpose of the rezoning is to match the area that is included on the current patio lease to the area zoned. Currently the existing patio protrudes approximately 6 feet beyond the current zoning boundary into the pedestrian portion of the lower harbour causeway. The applicant represented that the patio has been in existence for many decades and this non-compliance had been discovered recently when an application was submitted to the City of Victoria for a more substantial patio structure.

Comments and concerns raised by the Committee members are as follows:

- It is unclear whether the original lease for the area matched the zoning boundary. The subsequent lease apparently was granted by the City of Victoria without zoning approval or Council oversight. This situation has been technically noncompliant with the zoning and not legal for at least the past 8 years (as opposed to legal non-conforming).
- Site visits by the DRA during a festival event confirm that pedestrian traffic along this portion of the lower causeway appears constricted by the current patio dimensions.
- The existing patio structure does not currently create a visible barrier along the causeway. It was stated at the CALUC meeting that the applicant had submitted an application to build a taller more permanent structure that may be covered. This will accentuate the existing constriction of public space if permitted beyond the currently zoned area. Plans for this structure have apparently been withdrawn and have not been shown as part of this application to date. As the applicants' future plans certainly appear

to include a significantly larger structure, these plans should be included for public review prior to any consideration of this rezoning.

While this property is technically owned by the GVHA it is not private property. The appropriation of public space for private commercial uses should only be sanctioned by Council after careful consideration of the public needs. The DRA LUC considers that the patio area under application currently occupied by the Milestone's patio was improperly granted by the GVHA/City of Victoria lease and may represent a hindrance to the use of public space that may be worsened with the future plans for a structure. The creation in its current dimensions has taken place under circumstances that have yet to be fully justified and Council should feel under no obligation to approve this application.

Sincerely,

A handwritten signature in black ink, appearing to read 'Ian Sutherland', with a stylized, flowing script.

Ian Sutherland
Chair Land Use Committee
Downtown Residents Association

cc COV Planning

Rezoning Application for 700 Government Street



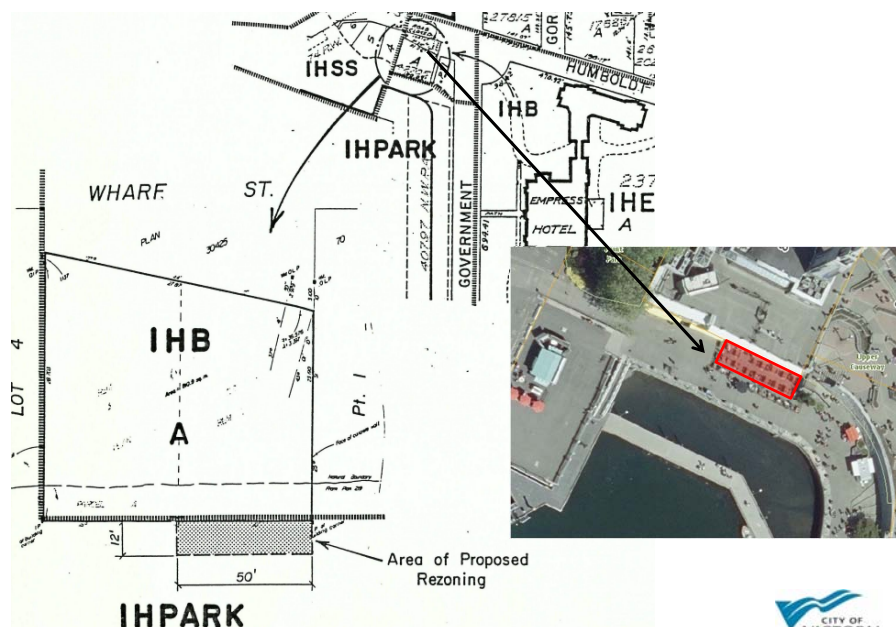
700 Government Street



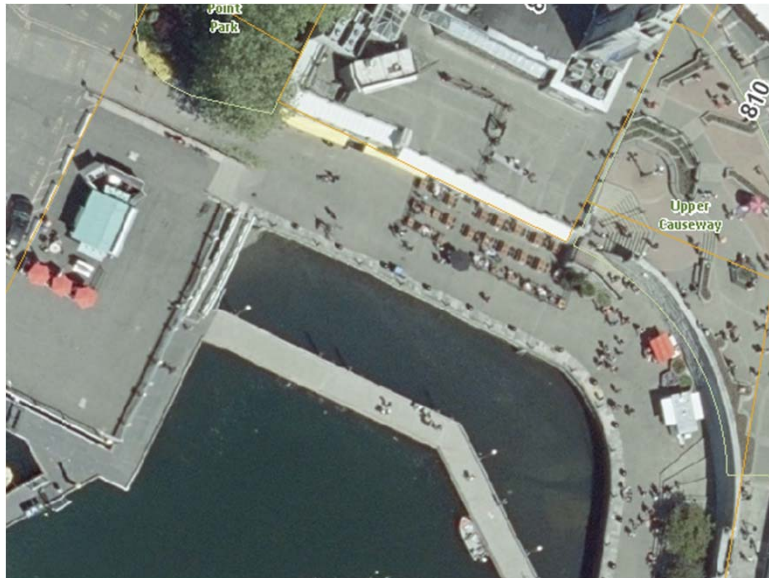
700 Government Street



IH-PARK-R Zone

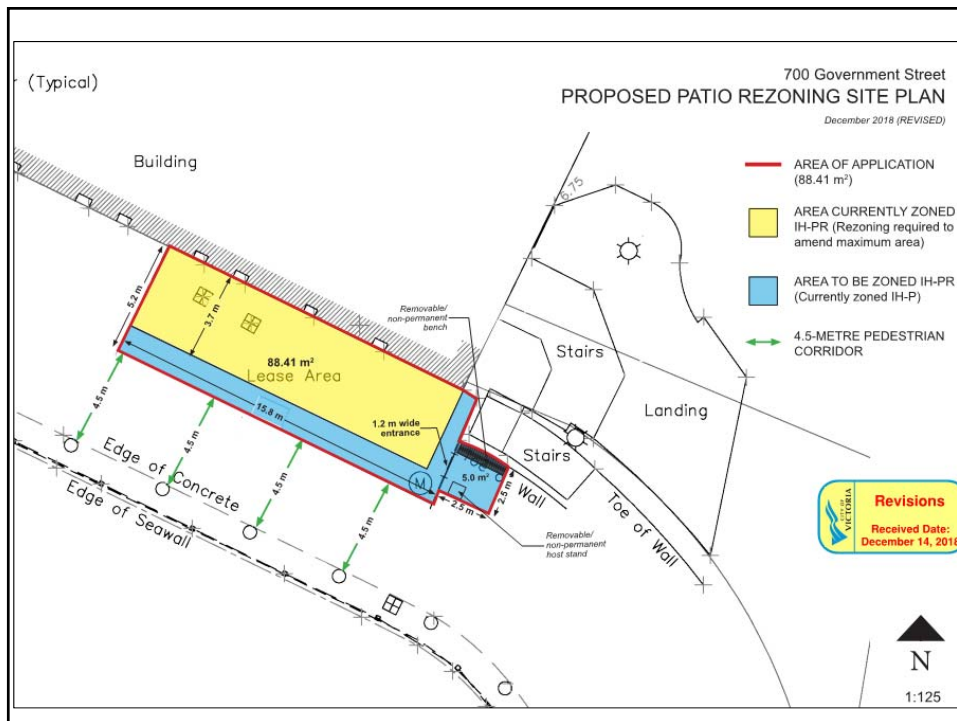


Patio Area 2017

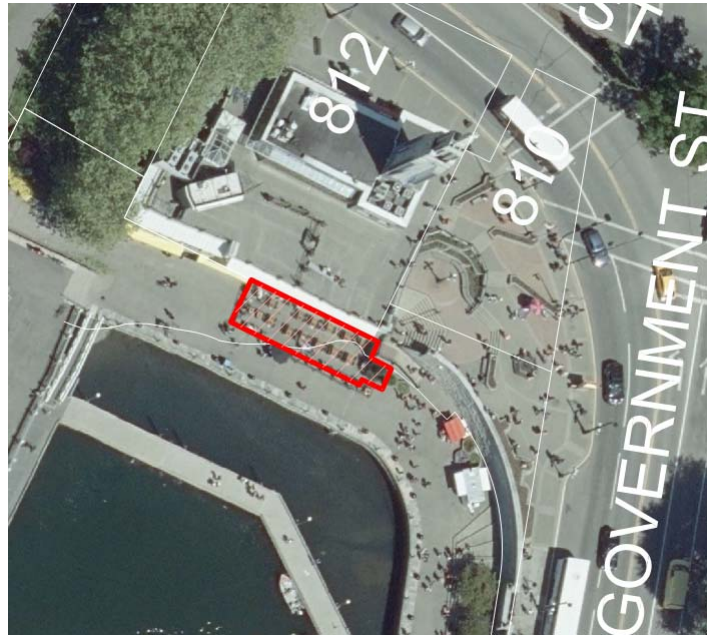


Patio Context in Recent Years





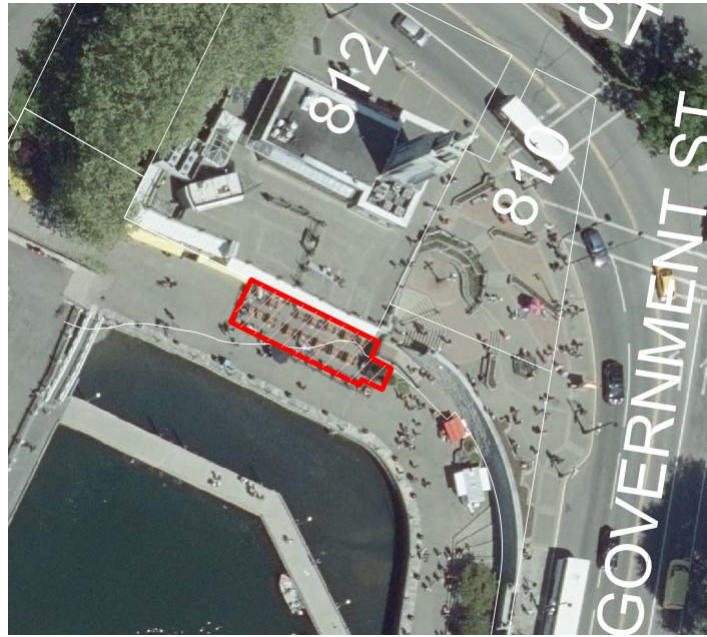
Area of Rezoning



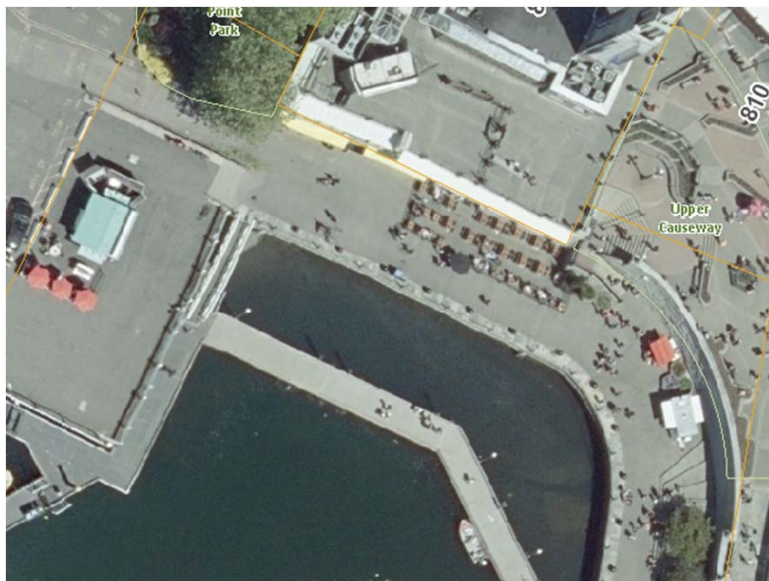
Patio Context in Recent Years



Area of Rezoning



Patio Area 2017





Committee of the Whole Report For the Meeting of January 31, 2019

To: Committee of the Whole **Date:** January 17, 2019
From: Andrea Hudson, Acting Director, Sustainable Planning and Community Development
Subject: Development Permit with Variances Permit Application No. 00082 and Development Variance Permit Application No. 00218 for 931 Redfern Street

RECOMMENDATION

- 1) That Council, after giving notice and allowing an opportunity for public comment at a meeting of Council, consider the following motion:

"That Council authorize the issuance of Development Permit with Variances Application No. 00082 for 931 Redfern Street for the subdivision of the property to create a panhandle lot and renovate the existing house in accordance with:

1. Plans date stamped December 18, 2018.
2. Development meeting all *Zoning Regulation Bylaw* requirements, except for the following variances:
 - i. increase the maximum building height from 5.0m and 1 storey to 6.4m and 2 storeys
 - ii. reduce the minimum front setback from 7.5m to 0.0m
 - iii. reduce the minimum non-habitable south side building setback from 4.0m to 2.05m and the habitable south side building setback from 7.5m to 3.08m
 - iv. reduce the minimum habitable north side building setback from 7.5m to 4.24m
 - v. increase the maximum eave projections into setbacks from 0.75m to 1.0m.
3. The Development Permit with Variances lapsing two years from the date of this resolution."

- 2) At the same meeting that Development Permit with Variances Application No. 00082 is considered, if it is approved, and subject to revisions to reduce the protrusion of the secondary suite stairwell and below-grade outdoor amenity area into the front yard setback to the satisfaction of the Director of Sustainable Planning and Community Development, that Council consider the following motion:

"That Council authorize the issuance of Development Variance Permit Application No. 00218 for 931 Redfern Street in accordance with:

1. Plans date stamped December 18, 2018.

2. Development meeting all *Zoning Regulation Bylaw* requirements, except for the following variances:
 - i. reduce the minimum front setback from 7.5m to 3.23m
 - ii. reduce the minimum rear setback from 9.1m to 3.64m
 - iii. reduce the minimum south side setback from 2.6m to 1.93m
 - iv. reduce the combined side yards setback from 5.4m to 4.53m
 - v. increase the maximum eave projections into setbacks from 0.75m to 1.1m.
3. The Development Variance Permit lapsing two years from the date of this resolution."

LEGISLATIVE AUTHORITY

Development Permit with Variances Application (subdivision and panhandle lot)

In accordance with section 489 of the *Local Government Act*, Council may issue a Development Permit in accordance with the applicable guidelines specified in the *Community Plan*. A Development Permit may vary or supplement the *Zoning Regulation Bylaw* but may not vary the use or density of the land from that specified in the Bylaw.

Pursuant to section 491 of the *Local Government Act*, where the purpose of the designation is the establishment of objectives for the form and character of intensive residential development, a Development Permit may include requirements respecting the character of the development including landscaping, and the siting, form, exterior design and finish of buildings and other structures.

Development Variance Permit Application (front lot)

In accordance with section 498 of the *Local Government Act*, Council may issue a Development Variance Permit that varies a *Zoning Regulation Bylaw* provided the permit does not vary the use or density of land from that specified in the *Zoning Regulation Bylaw*.

EXECUTIVE SUMMARY

The purpose of this report is to present Council with information, analysis and recommendations for the concurrent Development Permit with Variances and Development Variance Permit Applications for the property located at 931 Redfern Street. The first proposal, a Development Permit with Variances application, is to allow the subdivision of a lot into two separate lots; one regular lot (Lot A) and one panhandle lot (Lot B), and for the development of the panhandle lot (Lot B), which includes alterations to the existing single-family dwelling and to add a secondary suite. The proposed variances are related to an increase in the maximum building height, a reduction in building setbacks, and an increase in the maximum eaves' projection into the setbacks. The concurrent proposal, a Development Variance Permit application, is for the construction of a new single-family dwelling with secondary suite on a regular lot. The proposed variances are related to a reduction in building setbacks and an increase in the maximum eaves' projection into the setbacks.

The following points were considered in assessing these applications:

Development Permit with Variances Application (subdivision and panhandle lot):

- the subdivision and panhandle lot proposal are generally consistent with the *Official Community Plan (OCP)* in terms of providing compatible infill development
- the proposed panhandle lot and single-family dwelling with secondary suite is generally consistent with the design principles of the *Small Lot House Design Guidelines* in responding to the character of the site and neighbourhood

- the development supports the housing objectives articulated in the *Gonzales Neighbourhood Community Plan*
- the requested variances are supportable with consideration that no changes to the footprint or height of the existing house are proposed, that all trees on the property will be preserved, and landscape measures are provided to mitigate development impacts on adjacent properties.

Development Variance Permit Application (front lot):

- the proposal to construct a new single-family dwelling with a secondary suite is generally consistent with the principles for landscape, parking, private outdoor space and entrances in the *Secondary Suite Design Guidelines*, which offer voluntary guidance
- although staff recommend a design improvement related to the front yard setback, as outlined in the recommendation, the requested variances are supportable as the proposed development responds to the site context, all trees are retained, and landscape measures are provided to mitigate development impacts on adjacent properties.

BACKGROUND

Description of Proposal

Development Permit with Variances Application (subdivision and panhandle lot):

The proposal is to subdivide the property to create two lots under the current R1-G Zone, Gonzales Single Family Dwelling District, creating one regular lot and one panhandle lot. The regular lot is approximately 460m² and the panhandle lot is approximately 676m² in size (or 601m² less the panhandle). The existing two-storey, single-family dwelling will be retained on the panhandle lot with some alterations, and a secondary suite added. The proposed alterations to the existing house are to enclose the front porch and to expand the second-floor area over the main floor. No changes to the existing building footprint or building height are proposed. One vehicle parking space is located on the existing driveway, which would be re-surfaced with permeable paving. The existing trees, shrubs and exposed natural bedrock feature on the site are proposed to be retained, as well as the hedge between neighbouring properties on the north and south sides. A new privacy fence would be constructed on the south property line for additional screening at grade.

The proposed variances are related to:

- increasing the maximum building height from 5.0m and one storey to 6.4m and two storeys
- reducing the minimum front setback from 7.5m to 0.0m
- reducing the minimum non-habitable south side building setback from 4.0m to 2.05m, and the habitable south side building setback from 7.5m to 3.08m
- reducing the minimum habitable north side building setback from 7.5m to 4.24m
- increasing the maximum eave projections into setbacks from 0.75m to 1.0m.

Development Variance Permit Application (front lot):

A one-and-a-half-storey, single-family dwelling with secondary suite is proposed to be constructed on the new lot under the existing R1-G Zone. The new house is sited with the intention to minimize the impact on existing mature trees. One Garry Oak tree (#200) was identified in the arborist report as potentially being affected by the development given its proximity to the north-west corner of the proposed house; however, special attention has been paid to its preservation through design revisions. The proposal includes a new driveway crossing for access to a single-vehicle garage. A City boulevard tree in front of the property on

Redfern Street is located between the existing and proposed driveway crossings and will be retained. A separate entrance to the secondary suite is being proposed along the front (west) side facing Redfern Street with a low retaining wall and stairs that lead to the basement level entrance, and a below-grade outdoor living space.

The proposed variances are related to:

- reduce the minimum front yard setback from 7.5m to 3.23m
- reduce the minimum rear yard setback from 9.1m to 3.64m
- reduce the minimum south side setback from 2.6m to 1.93m
- reduce the combined side yards setback from 5.4m to 4.53m
- increase the maximum eave projections into setbacks from 0.75m to 1.1m.

Affordable Housing Impacts

The applicant proposes the creation of three new residential units (one single-family dwelling with a secondary suite, and legalization of an existing secondary suite in the existing house) which would increase the overall supply of housing in the area.

Sustainability Features

As indicated in the applicant's letter dated January 5, 2019, the following sustainability features are associated with this application:

- proposed EnerGuide Rating 80 or higher for the new house
- energy efficient heating, low-flow water use fixtures, energy star appliances, and energy efficient window and doors
- retention of existing trees, shrubs and hedges
- permeable paver driveways to reduce storm water runoff
- EV charging stations.

Active Transportation Impacts

The applicant has not identified any active transportation impacts associated with this application.

Public Realm Improvements

No public realm improvements are proposed in association with the Development Permit Applications; however, the applicant is providing a 1.38m highway dedication along Redfern Street, which is required as a condition of subdivision.

Accessibility Impact Statement

The British Columbia Building Code regulates accessibility as it pertains to buildings.

Existing Site Development and Development Potential

The lot is approximately 21.3m x 54.6m (70ft x 179.2ft) and occupied by a two-storey, residential single-family dwelling located in the rear portion of the site. Under the current R1-G Zone, if the existing house was removed, a single-family dwelling with a secondary suite or garden suite could be constructed on the lot.

Data Table for R1-G Lot with New Single-Family Dwelling (Lot A)

The following data table compares the proposal with the existing R1-G Zone, Gonzales Single

Family Dwelling District. An asterisk is used to identify where the proposal is less stringent than the existing zone.

Zoning Criteria	Proposal	Zone Standard R1-G
Site area (m ²) - minimum	460.00	460.00
Lot width (m) – minimum average	17.30	15.00
Density (Floor Space Ratio) - maximum	0.36	0.5:1
Total floor area (m ²) - maximum	232.50	300.00
Height (m) - maximum	7.14	7.60
Storeys - maximum	1.5 storeys	1.5 storeys
Site coverage % - maximum	29.5	30
Open site space (area of the lot) % - minimum	68	50
Open site space (front yard) % - minimum	85.1	50
Setbacks (m)		
Front (west) - minimum	3.23*	7.50
- projections into the setback: porch (maximum)	1.34	1.60
- projections into the setback: stairs (maximum)	2.13	2.50
Rear (east) – minimum	3.64*	9.01
Side (north) – minimum	2.60	2.60
Side (south) – minimum	1.93*	2.60
Combined side yards - minimum	4.53*	5.40
Eave projections into setbacks - maximum	1.10*	0.75
Vehicle Parking - minimum	1	1
Bicycle Parking - minimum	0	0

Data Table for Panhandle Lot with Existing Single-Family Dwelling (Lot B):

The following data table compares the proposal with Schedule H – Panhandle Lot Regulations. An asterisk is used to identify where the proposal is less stringent than the existing zone and a double asterisk is used to identify existing conditions

Zoning Criteria	Proposal	Zone Standard Schedule H
Site area (m ²) - minimum	601.00	600.00
Lot width (m) – minimum average	21.30	18.00

Zoning Criteria	Proposal	Zone Standard Schedule H
Total floor area (m ²) - maximum	252.00	280.00
Height (m) - maximum	6.40**	5.00
Storeys - maximum	2**	1
Site coverage % - maximum	24.60	25.00
Setbacks (m)		
Front (west) – minimum	0.00* (habitable)	7.50 (habitable)
Rear (east) – minimum	12.03 (habitable)	7.50 (habitable)
Side (north) – minimum	4.24** (habitable)	7.50 (habitable)
Side (south) – minimum	3.08** (habitable) 2.05** (non-habitable)	7.50 (habitable) 4.00 (non-habitable)
Eave projections into setbacks – maximum	1.00**	0.75
Vehicle Parking - minimum	1	1
Bicycle Parking - minimum	0	0

Relevant History

The existing house at 931 Redfern Street has an illegal secondary suite which is proposed to be legalized.

Community Consultation

Consistent with the *Community Association Land Use Committee (CALUC) Procedures for Processing Rezoning and Variance Applications*, on July 3, 2018 the application was referred for a 30-day comment period to the Fairfield-Gonzales CALUC. At the time of writing this report, a letter from the CALUC had not been received.

This application proposes variances; therefore, in accordance with the City's *Land Use Procedures Bylaw*, it requires notice, sign posting and a meeting of Council to consider the variances.

ANALYSIS

Official Community Plan

The proposed development is generally consistent with the Gonzales Strategic Directions in the *Official Community Plan* (OCP) which aims to maintain and enhance the neighbourhood character, achieved through the retention of landscape features and infill development that fits with the built form, scale, and setbacks of the street and surrounding neighbourhood.

Development Permit Area and Design Guidelines

Development Permit with Variances Application (subdivision and panhandle lot):

Development Permit Area 15B: Intensive Residential – Panhandle Lot as identified in the *Official Community Plan* (2012) would apply to the panhandle portion of the proposal. The intent of placing panhandle lots within a development permit area is to provide consideration of impacts to neighbourhood character and privacy resulting from the subdivision of land into panhandle lot configurations. The objectives of this designation are to preserve Traditional Residential character by ensuring the compatible integration of panhandle lots and associated development, and high-quality design to mitigate negative impacts of panhandle lots. In order to achieve these objectives, the *Small Lot Design Guidelines* (2002) are applied to panhandle lots. The proposal is consistent with the *Small Lot Design Guidelines* in the following ways:

- the existing house is retained
- the identified natural features of the landscape, including all trees and the natural rock outcropping, are retained
- the proposal does not significantly alter the existing topography
- the driveway will be re-paved with permeable paving and additional planting and screening provided
- overall, a 'good neighbour' approach has been applied in relation to views, sunlight, landscape, privacy and parking.

The *Small Lot Design Guidelines* outline that the entryways of small lot housing should be apparent and clearly visible from the street, and designed as a welcoming element on the streetscape. Through the subdivision, the front of the existing house on the panhandle lot will largely face the rear yard of the new house on Lot A, rather than the more desirable frontage on a public street. Therefore, the main entrance to the existing house is not clearly visible from the street, and the front-to-rear configuration also creates potential rear yard privacy impacts for the new house on Lot A. Although fronts of buildings facing rear yards is a condition that should generally be avoided, the existing house, located in the rear portion of the site, is proposed to be retained rather than demolished, as encouraged by the Guidelines. The proposed new house, as part of Development Variance Permit Application No. 00218, will front onto Redfern Street.

The Guidelines also outline that, in general, window placement should respect the privacy of the adjacent properties and be oriented away from neighbouring yards and windows; where this is not possible, windows should be positioned to maximize privacy. The front porch enclosure includes new windows on the west elevation facing the rear of Lot A. The new window on the second-floor addition also faces west. Although some overlook onto Lot A will occur, especially given the change in elevation, the applicant is proposing to retain the mature trees and large shrubs on the property to act as a buffer between the houses. Additionally, the new windows are on the front elevation facing in the direction of Redfern Street, and therefore, do not impact the privacy of existing adjacent properties.

Gonzales Neighbourhood Community Plan (2002)

The proposed lot subdivision, retention of the existing detached house, and addition of a secondary suite supports the housing objectives articulated in the *Gonzales Neighbourhood Community Plan*, which aims to retain the existing, viable single-family and detached housing stock; enhance a diversity of housing in Gonzales; and where appropriate, encourage the provision of secondary suites in houses.

Development Variance Permit Application (front lot):

The proposed new residential, single-family dwelling on the front lot (Lot A) is exempt from *Development Permit Area 16: General Form and Character*. The proposed secondary suite is subject to the *Secondary Suite Design Guidelines*; however, these offer voluntary guidance only.

Secondary Suite Design Guidelines

Both applications are consistent with the *Secondary Suite Design Guidelines* in the following ways:

- entrances are clearly delineated with direct pedestrian connections to the street
- private outdoor amenity spaces separate from the principal unit are provided
- landscape is used to define the outdoor amenity spaces of the separate dwelling units
- privacy fencing and landscape is used to screen the outdoor amenity spaces and parking from the neighbouring property to the south
- permeable paving is provided.

Tree Preservation Bylaw and Urban Forest Master Plan

A total of seventeen trees were inventoried by the project arborist to determine construction impacts and mitigation measures that could be taken to retain and protect the trees on the subject property, the immediately adjacent properties, and in the municipal boulevard (Attachment E).

The subject property contains nine trees, of which eight are bylaw protected: two Douglas Firs, five Garry Oaks, and one Arbutus. Of the bylaw protected trees, one 79cm diameter at breast height (DBH) Garry Oak (#200) was identified as potentially being significantly impacted by construction of the proposed new house in the Development Variance Permit Application. The proposed excavation would occur approximately 3.0m from the base of the tree where large roots were anticipated to be located. Also, at least four of the Oak limbs, up to 25cm diameter, would have to be removed for building clearance. The applicant made subsequent revisions to the design proposal to reduce potential impacts on the Oak tree roots. The arborist conducted exploratory digging within the critical root zone to determine potential impacts to the Oak tree for its long-term retention. Significant structural roots were not found between the Oak tree and the northwest corner of the proposed building footprint. Therefore, given the size and number of roots encountered in the exploratory dig, the final arborist report does not anticipate that the proposal will have a significant impact on the health of the Garry Oak tree (Attachment F).

A further eight trees on adjacent properties are included in the arborist's inventory, of which four are bylaw protected. One 100cm DBH Weeping Willow (NT9) is located close to the proposed panhandle driveway and privacy fence along the south lot line; however, the arborist report indicates that construction will have little to no impact on this tree (Attachment G). Where the driveway footprint encroaches into the critical root zone, arborist supervision will be required to oversee the excavation, removal, and construction of the new driveway. Any additional measures needed to further protect this tree would be identified as a requirement at the Building Permit stage.

One municipal 45cm DBH Hedge Maple (NT1) located in front of the site is proposed to be retained and preserved. This tree could be impacted by excavation and construction works for the proposed stairs and sunken patio related to the secondary suite of Lot A. A project arborist should be on site when this excavation is underway to oversee any root or crown pruning.

Arborist supervision on site when working within the critical root zones of protected trees would be a requirement of the Building Permit to ensure preservation and tree health.

Regulatory Considerations

Development Permit with Variances Application (subdivision and panhandle lot):

The proposed variances from the R1-G Zone and Schedule H – Panhandle Lot Regulations are related to building height, front setback, north and south side building setbacks, and eave projections into setbacks. The variances were assessed as follows:

With respect to the proposed variance to increase the maximum building height from 5.0m and one storey to 6.4m and two storeys:

- the proposal maintains the existing building height.

With respect to the proposed variance to reduce the minimum front setback from 7.5m to 0.0m:

- although the setback is technically 0.0m, as the lot is an irregular shape, in reality there is a front yard ranging from approximately 1.3m to 7.3m in width, as measured from the front property line to the house
- additionally, to mitigate the front-to-rear facing condition between houses, the proposal retains the existing mature trees and shrubs as a buffer and provides an adequate distance between houses for access to sunlight, sky view and privacy

With respect to the proposed variance to reduce the minimum non-habitable south side building setback from 4.0m to 2.05m, and the habitable south side building setback from 7.5m to 3.08m:

- no alterations are proposed to the existing building footprint
- a second-floor addition is proposed on the south-west portion of the house. The proposed addition does not include any new south facing windows that would overlook the adjacent neighbour to the south
- a new privacy fence is provided along the south lot line for screening at grade.

With respect to the proposed variance to reduce the minimum habitable north side building setback from 7.5m to 4.24m:

- no alterations to the north elevation of the existing house are proposed
- existing trees, stone retaining walls with mature plantings along the north side of the property will be retained.

In summary, the mitigation measures to preserve the privacy of adjacent dwellings include the retention of existing hedging along the north and south property lines, the installation of new privacy fencing on the south property line, and the retention of existing trees and large shrubs on the property.

Development Variances Permit Application (front lot):

The proposed variances related to the addition of a new house on Redfern Street pertain to the front, rear and side yard setbacks and eave projections into setbacks. The requested variances were assessed as follows:

With respect to the proposed variance to reduce the minimum front setback from 7.5m to 3.23m:

- the new house has been sited closer to the street line with the rationale to maintain the existing trees, garden, and retaining walls on the property
- the road dedication increases the requested front setback variance by 1.38m; without the dedication, the setback would be 4.61m

- the front yard includes landscaping to integrate the architecture and outdoor structures into the neighbourhood context
- staff requested that the driveways be consolidated in order to increase the amount of soft landscape in the front yard, and to improve the relationship of the development with the public realm. The applicant did not revise the proposal; however, both the new and existing driveways are proposed with permeable surface texture, associated planting, and the location of the proposed new driveway does not impact municipal street trees
- staff requested that the stairwell and below-grade outdoor space for the secondary suite be relocated to the south side and/or setback further from the front property line in order to increase the distance between the public boulevard and the private dwelling, and to increase the amount of soft landscape in the front yard. The applicant has indicated a preference to keep the stairwell in the proposed location, which is approximately 0.8m from the front property line, and provides barrier hedging in front of the retaining wall as a mitigation measure. The recommendation in this report includes a condition that the stairwell and outdoor space for the secondary suite be revised to decrease its encroachment into the front yard setback.

With respect to the proposed variance to reduce the minimum rear setback from 9.1m to 3.64m:

- when the rear yard is measured from the nearest point of the building to the rear lot line, the closest distance is only 3.64m; however because the lot is an irregular shape, when measured at the deepest point, the rear yard distance is approximately 17.0m
- the new development preserves existing trees and garden features, including those located in the rear yard area of Lot A
- the amount of glazing on the rear elevation of the proposed new house is minimized
- the distances between the dwelling units on Lots A and B allow for adequate access to sunlight, sky view and privacy for residents.

With respect to the proposed variances to reduce the minimum south side setback from 2.6m to 1.93m and reduce the combined side yards setback from 5.4m to 4.53m:

- immediately adjacent to the south is the existing driveway for the panhandle lot which, at a width of approximately four meters, provides adequate separation from the adjacent property
- the existing cedar hedge along the south lot line will be maintained and a new privacy fence installed for additional screening.

CONCLUSIONS

The Development Permit with Variances Application proposal for subdivision and alterations to the existing house on the panhandle lot is generally consistent with the *Gonzales Strategic Directions*, the *Small Lot House Design Guidelines*, and the *Gonzales Neighbourhood Community Plan*. The variances are supportable as no change is proposed to the footprint or height of the existing house on the property, the trees and natural rock outcropping will be preserved, and mitigation measures have been provided to reduce the potential privacy concerns associated with intensification.

The concurrent Development Variance Permit Application to construct a new single-family dwelling with a secondary suite on the front lot is generally consistent with relevant policies. The variances are supportable as the development proposal is compatible with the site context, all trees will be preserved, and mitigation measures have been provided to reduce potential privacy concerns associated with intensification. Staff recommend for Council's consideration that the applicant be required to revise the plans to reduce the encroachment of the secondary suite stairwell and outdoor space into the front yard setback to the satisfaction of the Director of Sustainable Planning and Community Development Department, and that the application

proceed to an opportunity for public comment. If Council would like to advance the application without changes to the front lot, Option 1, as outlined below would provide the appropriate direction.

ALTERNATE MOTION

Option 1 (advance application without revisions):

- 1) That Council, after giving notice and allowing an opportunity for public comment at a meeting of Council, consider the following motion:

"That Council authorize the issuance of Development Permit with Variances Application No. 00082 for 931 Redfern Street for the subdivision of the property to create a panhandle lot and renovate the existing house in accordance with:

1. Plans date stamped December 18, 2018.
2. Development meeting all *Zoning Regulation Bylaw* requirements, except for the following variances:
 - i. increase the maximum building height from 5.0m and 1 storey to 6.4m and 2 storeys;
 - ii. reduce the minimum front setback from 7.5m to 0.0m;
 - iii. reduce the minimum non-habitable south side building setback from 4.0m to 2.05m and the habitable south side building setback from 7.5m to 3.08m;
 - iv. 7.5m to 3.08m;
 - v. reduce the minimum habitable north side building setback from 7.5m to 4.24m;
 - vi. increase the maximum eave projections into setbacks from 0.75m to 1.0m.
3. The Development Permit with Variances lapsing two years from the date of this resolution."

- 2) At the same meeting that Development Permit with Variances Application No. 00082 is considered, and if it is approved, that Council consider the following motion:

"That Council authorize the issuance of Development Variance Permit Application No. 00218 for 931 Redfern Street in accordance with:

1. Plans date stamped December 18, 2018.
2. Development meeting all *Zoning Regulation Bylaw* requirements, except for the following variances:
 - i. reduce the minimum front setback from 7.5m to 3.23m;
 - ii. reduce the minimum rear setback from 9.1m to 3.64m;
 - iii. reduce the minimum south side setback from 2.6m to 1.93m;
 - iv. reduce the combined side yards setback from 5.4m to 4.53m;
 - v. increase the maximum eave projections into setbacks from 0.75m to 1.1m.
3. The Development Variance Permit lapsing two years from the date of this resolution."

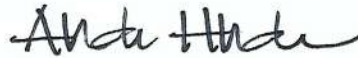
Option 2 (decline application):

- 1) That Council decline Development Permit with Variances Permit Application No. 00082 and Development Variance Permit Application No. 00218 for 931 Redfern Street.

Respectfully submitted,

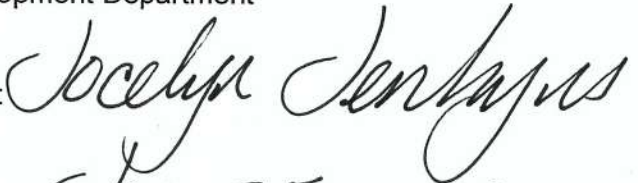


Moira Wilson
Senior Planner - Urban Design
Development Services



Andrea Hudson, Acting Director
Sustainable Planning and Community
Development Department

Report accepted and recommended by the City Manager:



Date:

Jan 25, 2019

List of Attachments:

- Attachment A: Subject Map
- Attachment B: Aerial Map
- Attachment C: Plans dated/date stamped December 18, 2018
- Attachment D: Letter from applicant to Mayor and Council dated January 5, 2019
- Attachment E: Construction Impact Assessment & Tree Preservation Plan issued June 7, 2018 and received dated June 15, 2018
- Attachment F: Exploratory Excavation Memo within Root Zone of Garry Oak #200 dated July 16, 2018 and received dated September 26, 2018
- Attachment G: Supplementary Memo on Driveway and Fence Construction at 931 Redfern Street dated November 6, 2018 and received dated November 28, 2018

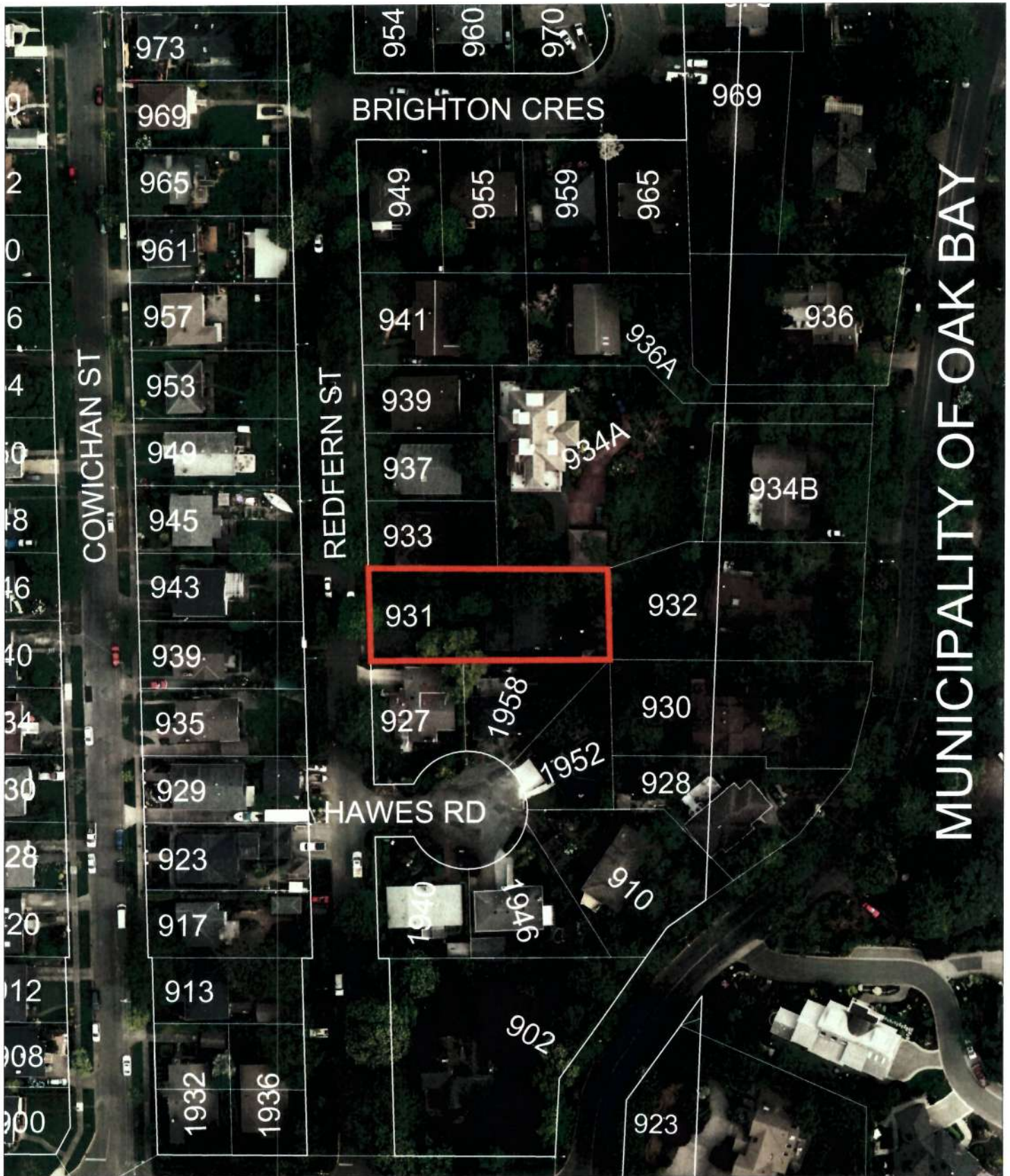


MUNICIPALITY OF OAK BAY



931 Redfern Street
Development Permit with Variance #00082





931 Redfern Street
Development Permit with Variance #00082





- | | |
|-------|------------------------------------|
| -- | SUBDIVISION PLAN |
| L1 | LANDSCAPE CONCEPT |
| P-1.1 | SITE PLAN |
| P-1.2 | LOT A & B - PROJECT
INFORMATION |
| P-1.3 | AVERAGE GRADE CALCULATIONS |
| P-2.0 | BASEMENT & MAIN FLOOR PLANS |
| P-2.1 | 2nd FLOOR PLAN |
| P-3.0 | EXTERIOR ELEVATIONS |
| P-3.1 | EXTERIOR ELEVATIONS |
| P-4.0 | BUILDING CROSS SECTION |
| P-4.1 | SECTION THRU DRIVEWAY |
| P-5.0 | STREETSCAPE |
| P-6.0 | MAIN FLOOR PLAN |
| P-6.1 | 2nd FLOOR PLAN |
| P-7.0 | WEST ELEVATION |
| P-7.1 | SOUTH ELEVATION |
| P-7.2 | EAST ELEVATION |
| P-7.3 | NORTH ELEVATION |
| P-7.4 | BUILDING SECTION |
| P-8.0 | AVERAGE GRADE CALCULATIONS |



1

SITE PLAN

1 : 200

NOTE - ALL EXISTING TREES ON SITE & CITY BOULEVARD TO REMAIN

PROJECT TITLE

931 REDFERN STREET
VICTORIA, BRITISH COLUMBIA
CLIENT: BOB CROFT & JAMES KEEFE

DRAWING TITLE

SITE PLAN

DRAWN	SHAWN
-------	-------

CHECKED BOB

DATE 10 DEC 18

PROJECT No. 18-01

DRAWING No.

P-1.1

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LOT A PROJECT INFORMATION:

APPLICANTS: BOB CROFT & JAMES KEEFE

CIVIC ADDRESS: 931 REDFERN STREET

LEGAL DESCRIPTION: LOT 3, SECTION 68, VICTORIA DISTRICT, PLAN 15659

EXISTING ZONE:

R-1G - GONZALES SINGLE FAMILY DWELLING DISTRICT

NAME	ZONING STANDARD	DESIGN STANDARD	NOTE
ZONING	R-1G	R1-G	
SITE AREA:	460 SQ M	460 SQ M	
LOT WIDTH (min):	15.0m	17.3m	
FLOOR AREA (1st&2nd STOREYS):	240 SQ M	165.1 SQ M	
TOTAL FLOOR AREA:	300 SQ M	232.5 SQ M	
FLOOR SPACE RATIO:	0.050:1	0.36:1	
SITE COVERAGE %:	30%	29.5%	
OPEN SITE SPACE %:	50%	68.0%	
OPEN SITE SPACE % (FRONT):	50%	85.1%	
BUILDING HEIGHT:	7.60m	7.14m	
NUMBER OF STOREYS:	1.5	1.5	
PARKING STALLS	SCHEDULE C	1	
BICYCLE PARKING		-	
BUILDING SETBACKS			
FRONT YARD (WEST):	7.5m	3.231m	VARIANCE
REAR YARD (EAST):	9.1m	3.641m	VARIANCE
SIDE YARD (NORTH):	2.598m	2.600m	
SIDE YARD (SOUTH):	2.598m	1.930m	VARIANCE
COMBINED SIDE YARDS:	5.4m	4.530m	

LOT B PROJECT INFORMATION:

NAME	ZONING STANDARD	DESIGN STANDARD	NOTE
ZONING	R-1G PANHANDLE	R1-G PANHANDLE	
SITE AREA:	600 SQ M	601 SQ M	WITHOUT PANHANDLE
LOT WIDTH (min):	18.0m	21.3m	
TOTAL FLOOR AREA:	280 SQ M	252 SQ M	
SITE COVERAGE %:	25%	24.6%	
OPEN SITE SPACE %:	N/A	67.34%	
OPEN SITE SPACE % (FRONT):	N/A	N/A	
BUILDING HEIGHT:	5.0m	6.40m	VARIANCE (EXISTING)
NUMBER OF STOREYS:	1	2	VARIANCE (EXISTING)
PARKING STALLS	SCHEDULE C	1	
BICYCLE PARKING		-	
BUILDING SETBACKS			
FRONT YARD, HABITABLE (WEST):	7.5m	0m	VARIANCE (EXISTING)
FRONT YARD, BUILDING (WEST):	4.0m	0m	VARIANCE (EXISTING)
REAR YARD, HABITABLE (EAST):	7.5m	12.026m	(EXISTING)
SIDE YARD, HABITABLE (NORTH):	7.5m	4.224m	VARIANCE (EXISTING)
SIDE YARD, HABITABLE (SOUTH):	7.5m	3.080m	VARIANCE (EXISTING)
SIDE YARD, BUILDING (SOUTH):	4.0m	2.034m	VARIANCE (EXISTING)



PROJECT TITLE

931 REDFERN STREET
VICTORIA, BRITISH COLUMBIA
CLIENT: BOB CROFT & JAMES KEEFE

DRAWING TITLE

LOT A - PROJECT INFORMATION

DRAWN SHAWN

CHECKED BOB

DATE 10 DEC 18

PROJECT No. 18-01

DRAWING No.

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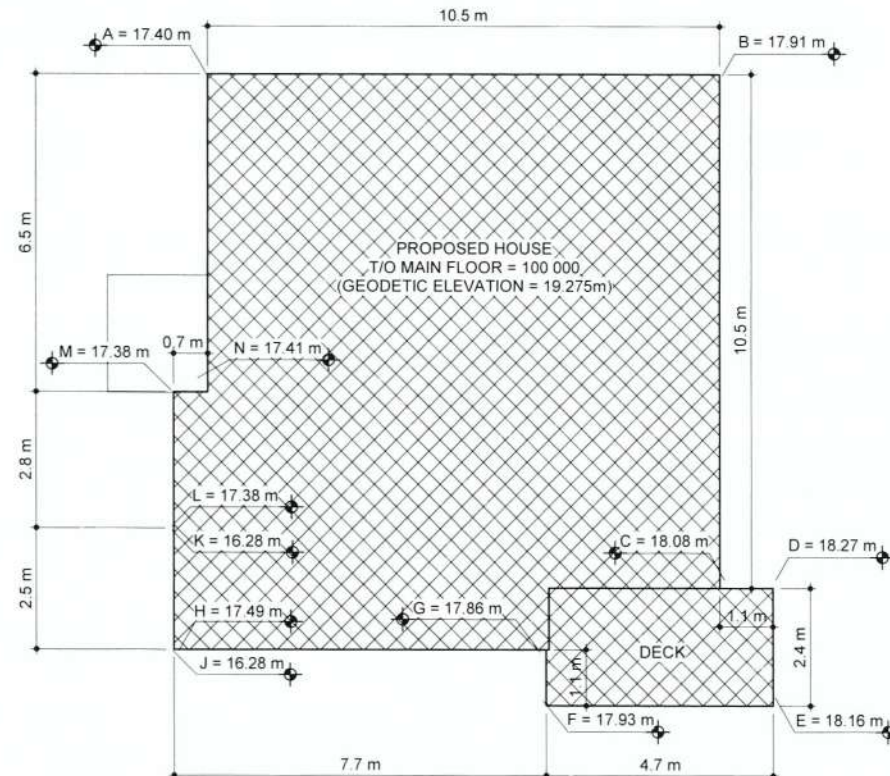
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AVERAGE GRADE CALCULATIONS:

POINTS A & B	$(17.40 + 17.91) / 2$	x	10.5	=	185.38
POINTS B & C	$(17.91 + 18.08) / 2$	x	10.5	=	188.95
POINTS C & D	$(18.08 + 18.27) / 2$	x	1.1	=	19.99
POINTS D & E	$(18.27 + 18.16) / 2$	x	2.4	=	43.72
POINTS E & F	$(18.16 + 17.93) / 2$	x	4.7	=	84.81
POINTS F & G	$(17.93 + 17.86) / 2$	x	1.1	=	19.68
POINTS G & H	$(17.86 + 17.49) / 2$	x	7.7	=	136.10
POINTS J & K	$(16.28 + 16.28) / 2$	x	2.5	=	40.70
POINTS L & M	$(17.38 + 17.38) / 2$	x	2.8	=	48.66
POINTS M & N	$(17.38 + 17.41) / 2$	x	0.7	=	12.18
POINTS N & A	$(17.41 + 17.40) / 2$	x	6.5	=	113.13
TOTAL					893.30

AVERAGE GRADE CALCULATION
 $893.30 / 50.5 = 17.69\text{m}$



1

AVERAGE GRADE CALCULATION PLAN

1 : 100

Received
City of Victoria

DEC 18 2018

Planning & Development Department
Development Services Division

PROJECT TITLE

931 REDFERN STREET
VICTORIA, BRITISH COLUMBIA
CLIENT: BOB CROFT & JAMES KEEFE

DRAWING TITLE

AVERAGE GRADE CALCULATIONS

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BASEMENT FLOOR AREA = 67.4 sq m (NOT INCLUDED IN TOTAL AREA)
SUITE AREA = 55.2 sq m

1 hour FIRE SEPARATION



1

BASEMENT PLAN

1 : 100



TOTAL FLOOR AREA = 165.1 sq m (MAIN & 2nd FLOOR)
MAIN FLOOR AREA = 97.7 sq m

1 hour FIRE SEPARATION



2

MAIN FLOOR PLAN

1 : 100



PROJECT TITLE

931 REDFERN STREET
VICTORIA, BRITISH COLUMBIA
CLIENT: BOB CROFT & JAMES KEEFE

DRAWING TITLE

BASEMENT & MAIN FLOOR PLANS

DRAWN SHAWN

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DATE 10 DEC 18

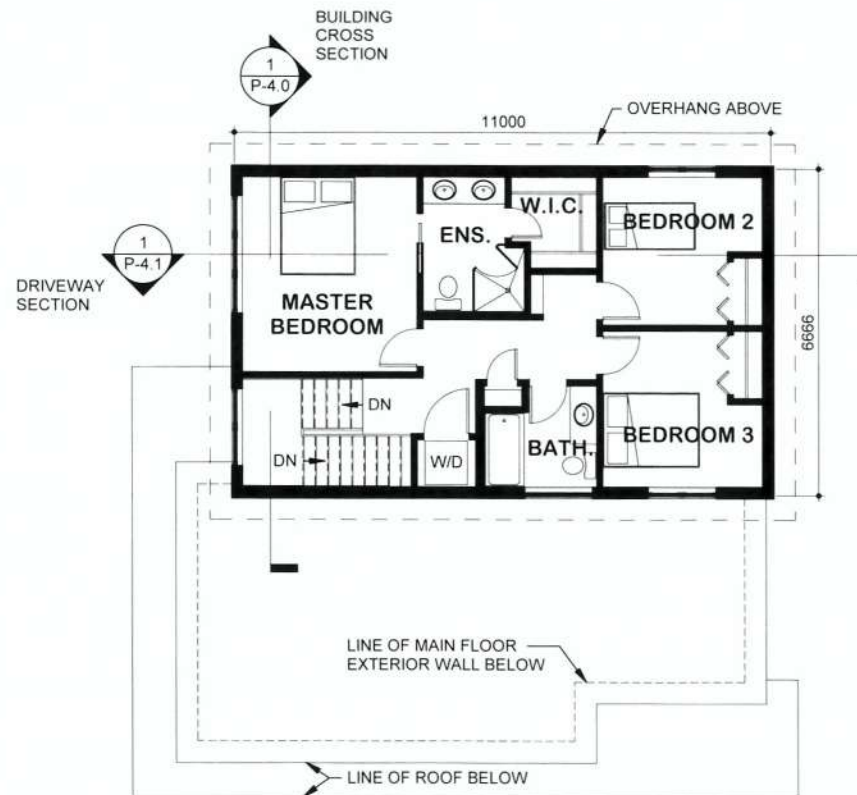
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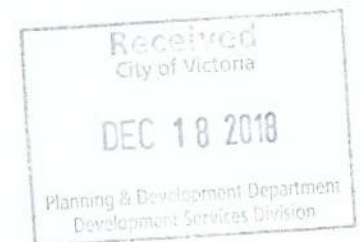
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2nd FLOOR AREA = 67.4 sq m (69.0% OF MAIN FLOOR AREA)

1 2nd FLOOR PLAN
1 : 100



PROJECT TITLE
**931 REDFERN STREET
VICTORIA, BRITISH COLUMBIA
CLIENT: BOB CROFT & JAMES KEEFE**

DRAWING TITLE
2nd FLOOR PLAN

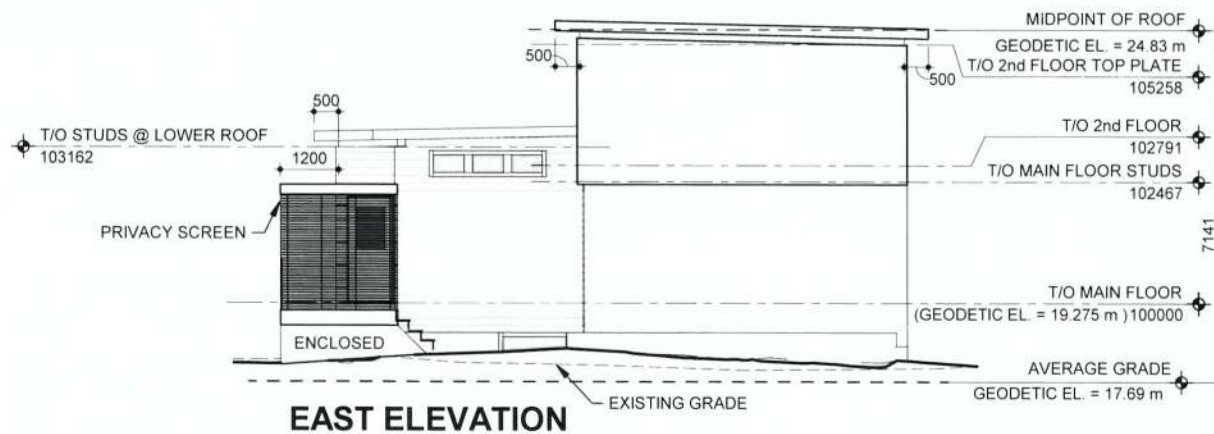
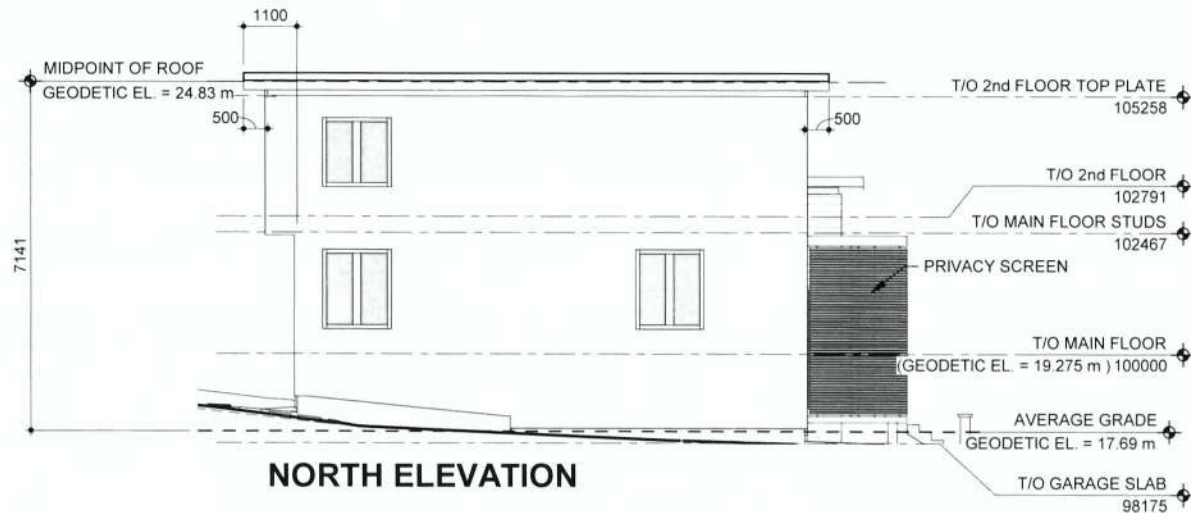
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PROJECT TITLE
931 REDFERN STREET
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CLIENT: BOB CROFT & JAMES KEEFE

DRAWING TITLE
EXTERIOR ELEVATIONS

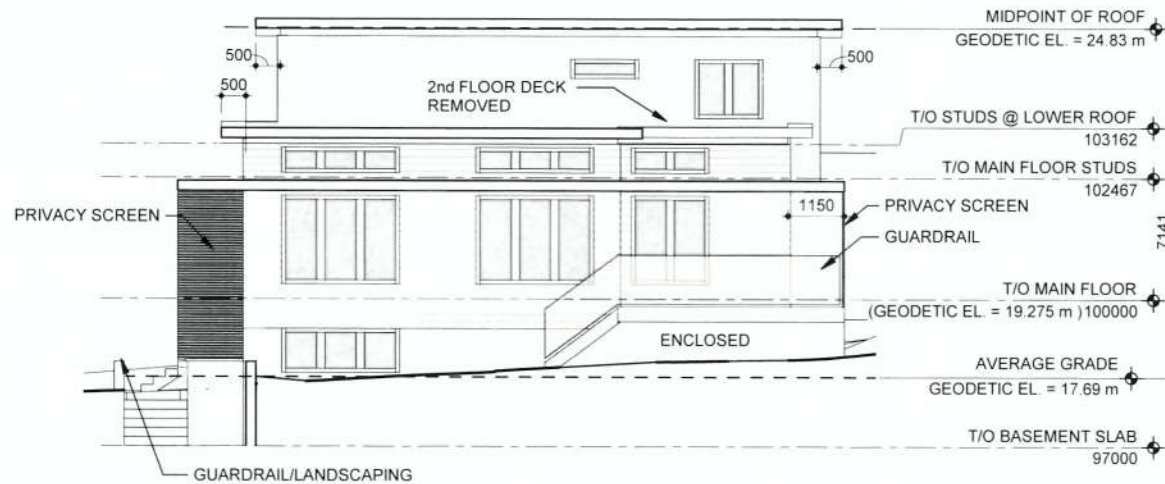
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PROJECT No. 18-01

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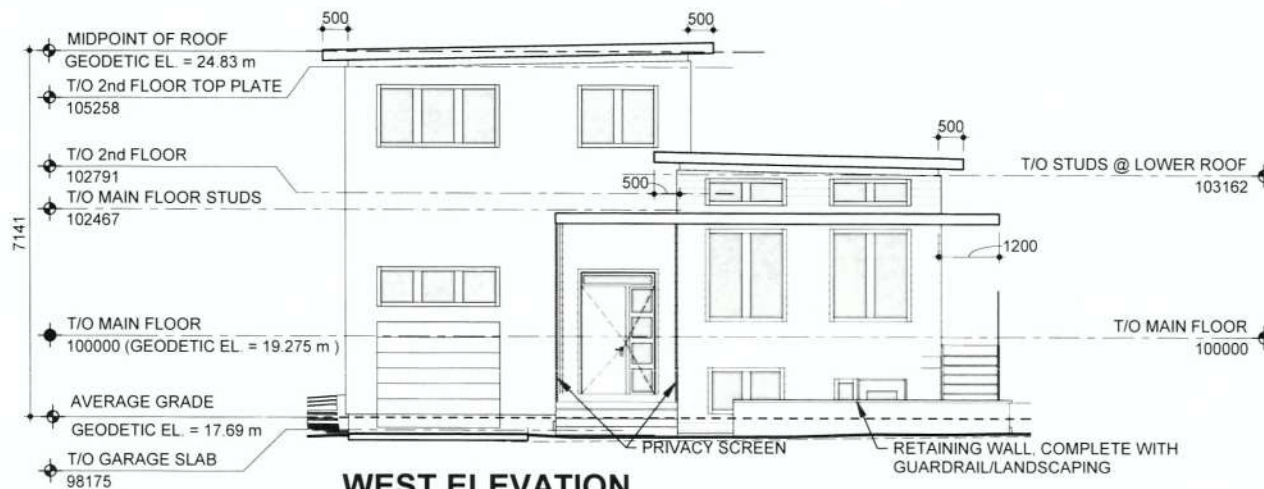
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SOUTH ELEVATION



WEST ELEVATION



PROJECT TITLE
**931 REDFERN STREET
 VICTORIA, BRITISH COLUMBIA
 CLIENT: BOB CROFT & JAMES KEEFE**

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EXTERIOR ELEVATIONS

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PROJECT No.	18-01

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1 BUILDING CROSS SECTION
1 : 100



PROJECT TITLE
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CLIENT: BOB CROFT & JAMES KEEFE**

DRAWING TITLE
BUILDING CROSS SECTION

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PROJECT No.	18-01

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PROJECT TITLE
931 REDFERN STREET
VICTORIA, BRITISH COLUMBIA
CLIENT: BOB CROFT & JAMES KEEFE

DRAWING TITLE
SECTION THRU DRIVEWAY

DRAWN SHAWN
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STREETSCAPE

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**931 REDFERN STREET
VICTORIA, BRITISH COLUMBIA
CLIENT: BOB CROFT & JAMES KEEFE**

DRAWING TITLE
STREETSCAPE

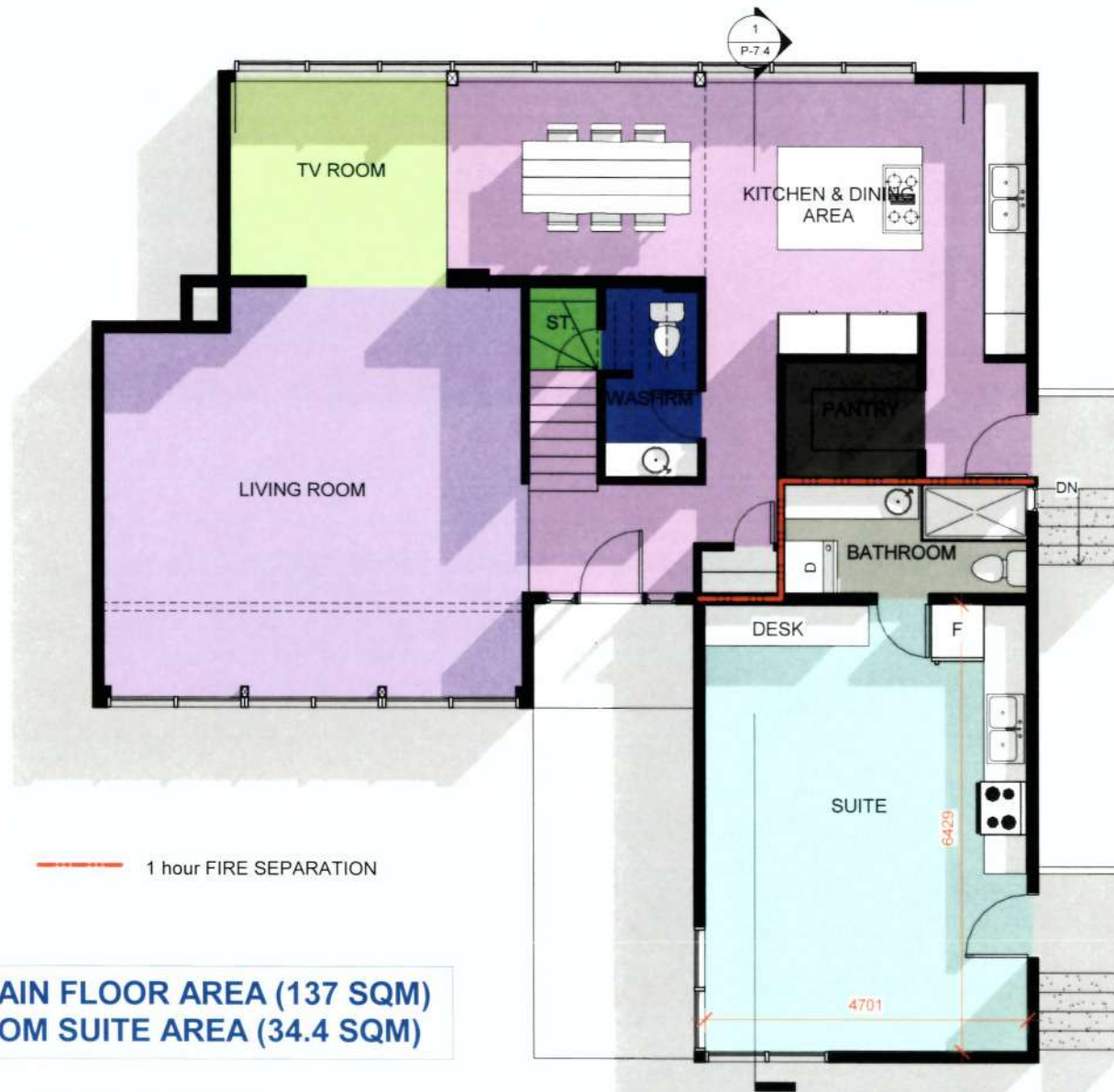
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TOTAL MAIN FLOOR AREA (137 SQM)
1 BEDROOM SUITE AREA (34.4 SQM)

PROJECT TITLE

931 REDFERN ST - LOT B
 VICTORIA, BRITISH COLUMBIA
 CLIENT: BOB CROFT & JAMES KEEFE

DRAWING TITLE

MAIN FLOOR PLAN

DRAWN RILWAN

CHECKED BOB

DATE 10 DEC 18

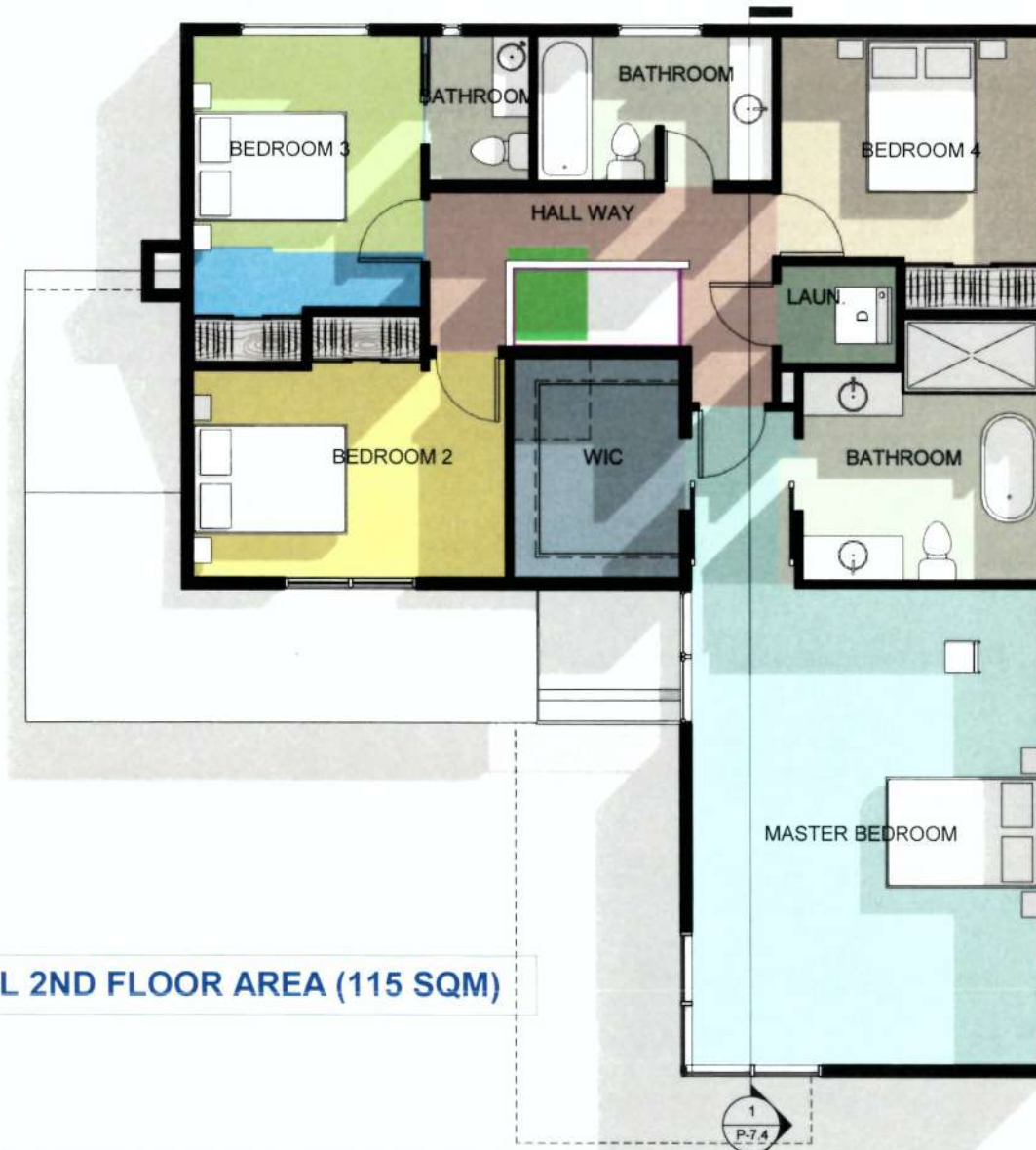
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Room Legend

- BATHROOM
- BEDROOM 2
- BEDROOM 3
- BEDROOM 4
- HALL WAY
- LAUN.
- MASTER BEDROOM
- ST.
- SUITE
- TV ROOM
- WIC

PROJECT TITLE
931 REDFERN ST - LOT B
VICTORIA, BRITISH COLUMBIA
CLIENT: BOB CROFT & JAMES KEEFE

DRAWING TITLE
2nd FLOOR PLAN

DRAWN RILWAN
CHECKED BOB
DATE 10 DEC 18
PROJECT No. 18-01

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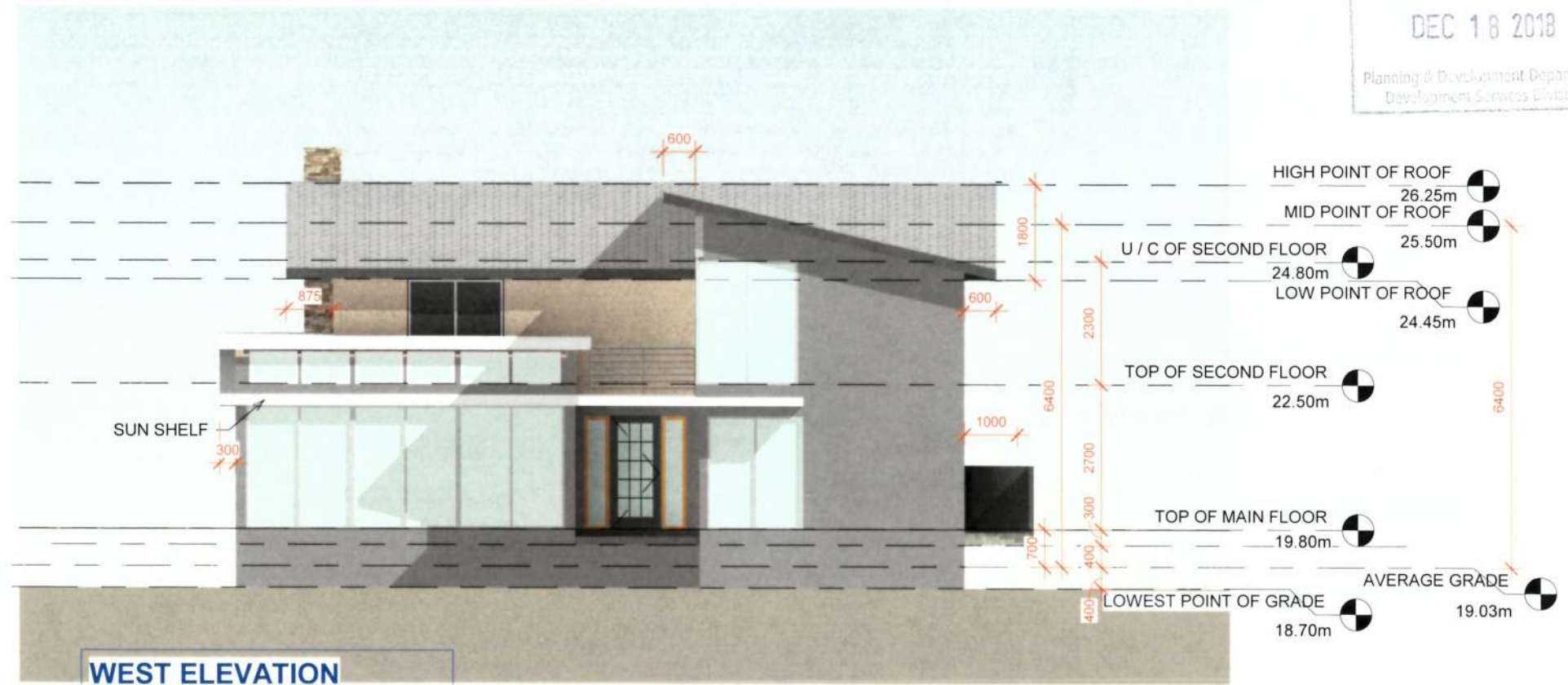
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PROJECT TITLE

931 REDFERN ST - LOT B
VICTORIA, BRITISH COLUMBIA
CLIENT: BOB CROFT & JAMES KEEFE

DRAWING TITLE

WEST ELEVATION

DRAWN RILWAN

CHECKED BOB

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SOUTH ELEVATION



PROJECT TITLE
931 REDFERN ST - LOT B
VICTORIA, BRITISH COLUMBIA
CLIENT: BOB CROFT & JAMES KEEFE

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SOUTH ELEVATION

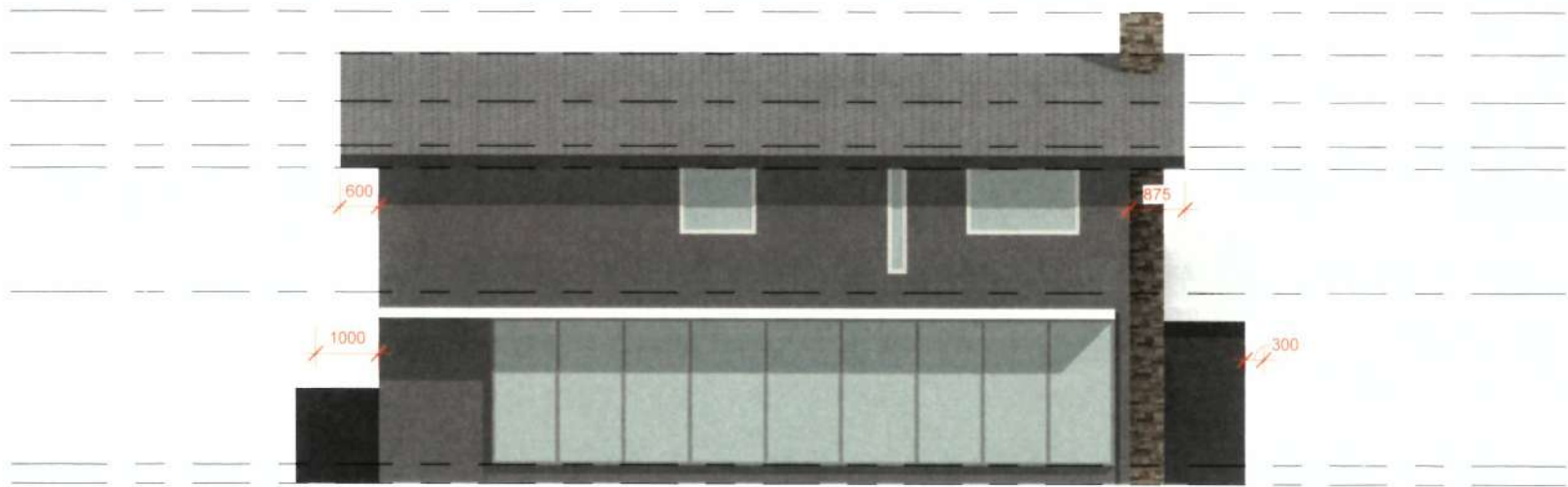
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EAST ELEVATION



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EAST ELEVATION

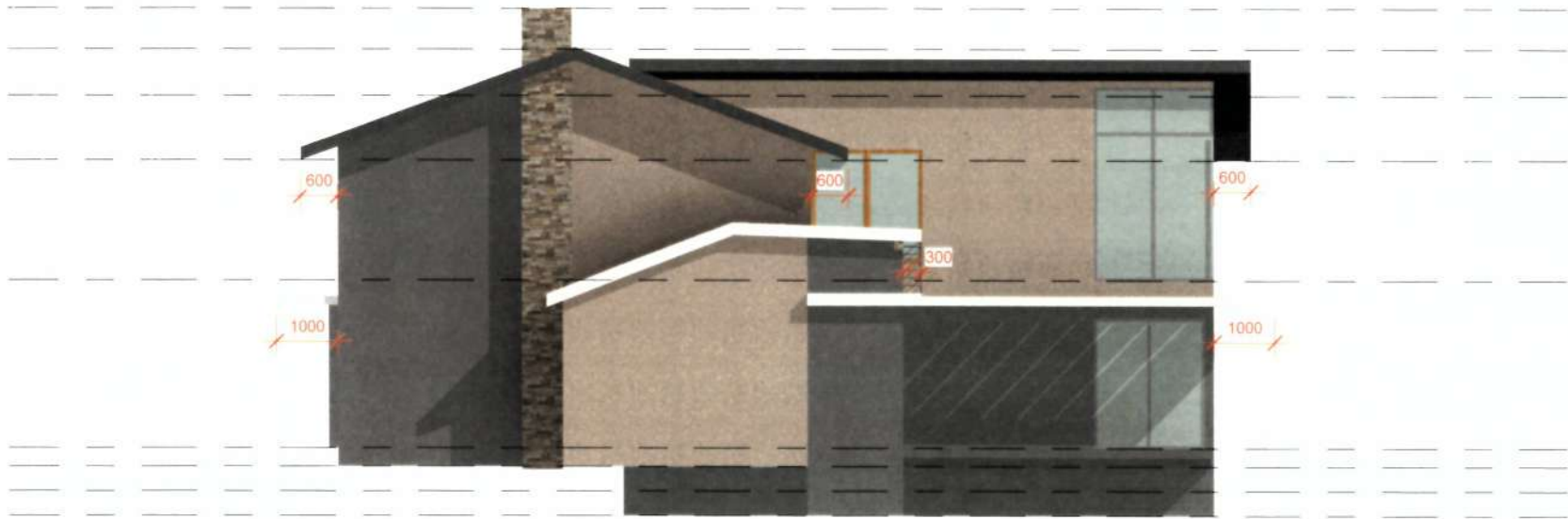
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NORTH ELEVATION



PROJECT TITLE
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VICTORIA, BRITISH COLUMBIA
CLIENT: BOB CROFT & JAMES KEEFE

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NORTH ELEVATION

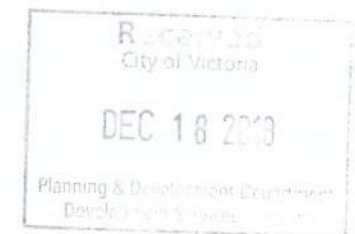
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PROJECT TITLE
931 REDFERN ST - LOT B
VICTORIA, BRITISH COLUMBIA
CLIENT: BOB CROFT & JAMES KEEFE

DRAWING TITLE
BUILDING SECTION

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TOTALS

119.39
50.96
25.06
81.16
25.06
47.69
25.06
85.50
227.27
57.86
13.42
78.77
167.23
126.03
1,130.46

1130.01 / 59.39M (PERIMETER OF THE BUILDING) = 19.03



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931 REDFERN ST - LOT B
VICTORIA, BRITISH COLUMBIA
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AVERAGE GRADE CALCULATIONS

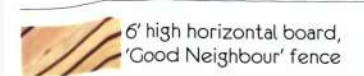
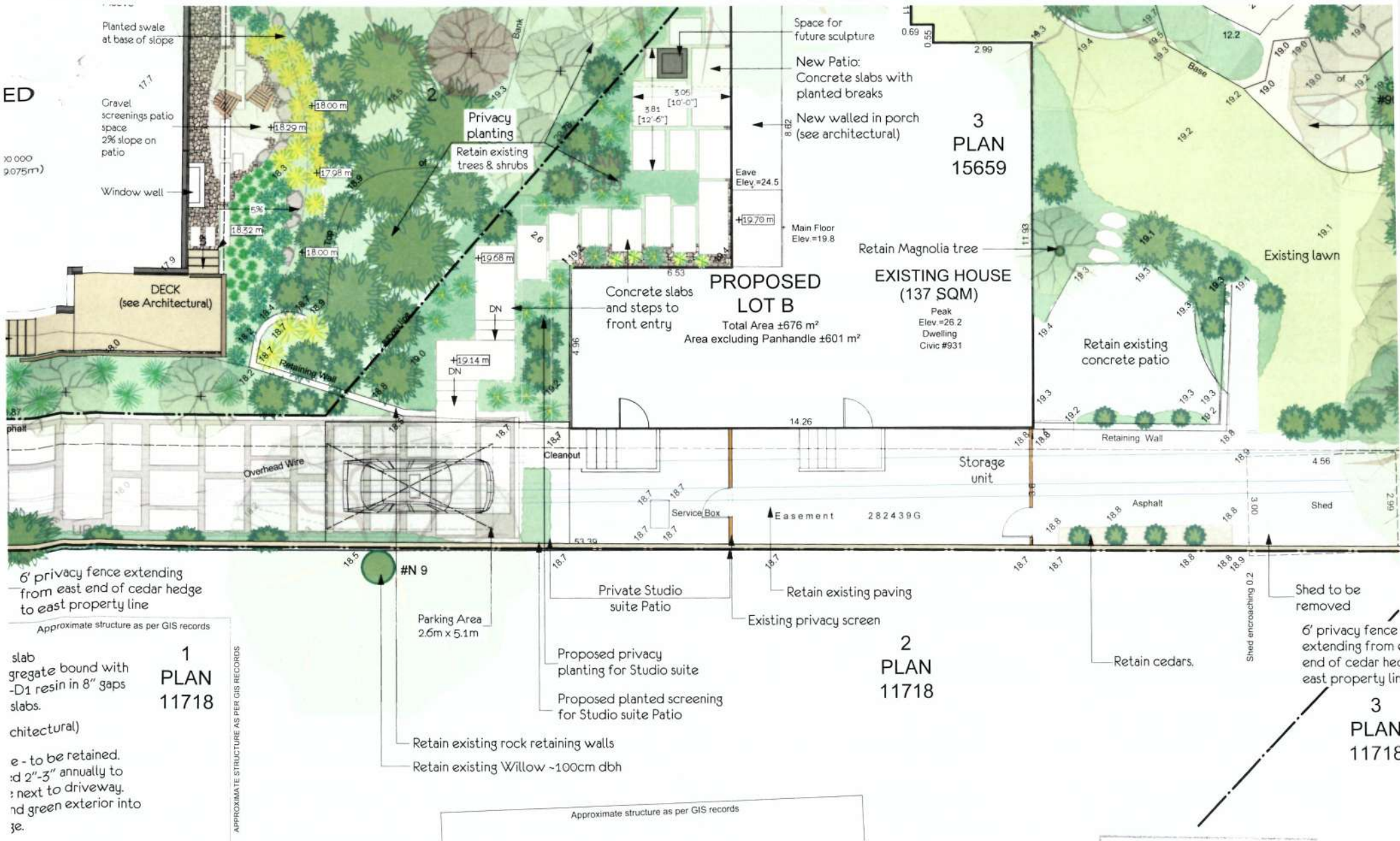
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ED

10 000
9.075m)



Minimal alterations to the existing topography for Lot A and B. The character of the existing landscape is retained.

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City of Victoria
DEC 18 2018
Planning & Development Department
Development Services Division

Robert Croft and James Keefe
 931 Redfern Street
 Victoria, B.C.
 V8S 4E7

Mayor and Council
 City of Victoria
 1 Centennial Square
 Victoria, B.C.
 V8W 1P6

January 5, 2018



Dear Mayor and Council:

Re: Development Permit and Development Variance Permits for 931 Redfern Street

Description of the Proposal

Applications have been submitted to the City of Victoria requesting a Development Permit (DP) with variances for a proposed panhandle lot to retain our home at 931 Redfern Street and a Development Variance Permit (DVP) for a new lot which would result from the subdivision of 931 Redfern Street.

This is a unique property created over fifty years ago under very different circumstances than those that exist today. Approving this application would permit the large vacant area at the front of our lot to be turned into an infill lot under the existing zoning. The new home on the infill lot will be energy efficient with an extended life expectancy. Our home's existing form and character will be preserved. Both houses will have code compliant secondary suites. In summary this proposal illustrates an approach to sensitive infill: more intense use of an urban location while retaining neighbourhood character. This proposal will not engender any negative impact on existing trees, landscape features and adjacent homes.

The lot is currently zoned R1-G and has an existing two story house located on the back half of the property which is occupied by us. The subdivision is being proposed under the existing R1-G zoning and meets the zone requirements for lot width, lot area and total floor area as well as for height for the new house. Variances are required primarily due to the retention of the existing house on the new panhandle lot, the retention of a large Garry Oak tree in the middle of the existing, un-subdivided lot and the provision for road dedication requested by the City. We will remain in the existing house once renovated. Plans for both houses, a subdivision plan, a landscape plan and a streetscape plan have been submitted with the application.

Neighbourhood Context and Design Guidelines

The panhandle lot (Lot B) requires a Development Permit related to Schedule H of the zoning bylaw. A summary of the neighbourhood context and panhandle regulation features considered in this application is provided with the application.

**Robert Croft and James Keefe
931 Redfern Street
Victoria, B.C.
V8S 4E7**

The new lot (Lot A) design conforms with the R1-G requirements for lot area, lot width, height and total floor area. The depth of Lot A's front yard sets the house back on the lot so that it aligns with the two neighbouring properties – the one to the south of the subject lot and the one to the north. Setting the house any further back on the lot cannot be accomplished without impairing the health of the large Garry Oak. Our proposal seeks to protect the root zone of the Garry Oak and the City's Maple in the boulevard.

However positioning the house as proposed causes, we understand, some concerns for Development Services as the entrance to the suite (and its' adjoining patio) are seen as too close to Redfern Street thereby impacting the "public realm".

At the direction of Council the City's Transportation Department implements a policy of acquiring additional land at the time of subdivision which means in this instance approximately 1.3m is taken from our property at the time of subdivision. If one examines that policy of obtaining land for future transportation purposes at the time of subdivision you will quickly see the difficulties and practical constraints to its implementation on Redfern. The pattern of development on Redfern is one of smaller lots (and therefore not likely to be subdivided) on the east side (ours being the one exception) and small dwellings or "garden suites" built on or near the property line on the west side of Redfern. So implementation of this policy on Redfern is seen by us as "low percentage play".

We will return to this issue at the end of this letter where we propose some alternative solutions for Council's consideration.

Community Consultation

At the end of May and in preparation for this application, we contacted the surrounding neighbours. As a result of this outreach to 8 neighbours, we received;

- 3 letters/emails of support,
- one neighbour to the north indicated by phone that they had no objections,
- 3 neighbours who were mailed information packages did not respond as of June 15th, and
- one neighbour facing west onto Cowichan street indicated they had concerns regarding changing views when looking across their backyard eastward to the far side of Redfern Street.

In addition, in late May, our consultant, Denise Kors contacted David Biltek, Chair of the Fairfield-Gonzales Community Association Land Use Committee and provided him with copies of the plans. He indicated that this did not need to go to a meeting since it was not a rezoning and that he appreciated the referral. He asked for copies of any support letters/emails and on June 14th copies of the three letters/emails of support and a copy of the consultation summary

**Robert Croft and James Keefe
931 Redfern Street
Victoria, B.C.
V8S 4E7**

were sent to him. This initial consultation is noted in a consultation summary submitted with the application – see Attachment A.

Transportation

One on-site parking stall is proposed for each house as per the zoning bylaw. As noted earlier, the property is located in an area close to transit, bike lanes, schools, shopping and work allowing reduced use of vehicles and increased use of alternative modes of transportation. In addition, the lots on the opposite side of Redfern Street are through lots which face Cowichan Street. This reduces the street parking demand on Redfern Street to some extent. An EV charging station is proposed for both houses. On site bike storage is also proposed.

Tree Retention

Early in the design process, all the trees on the property, nearby trees on neighbouring properties and in the boulevard were inventoried by the arborist to assist in locating the new house. The arborist report includes an evaluation and recommendations related to the proposed subdivision, house plans and servicing. All trees on site as well as the City's boulevard tree will be retained – see Attachment B.

Green Building Features

A number of green building features are proposed for the existing house renovations and the new house as described in the summary below for both lots;

- The property is located in an area close to transit, bike lanes, schools, shopping and work allowing reduced use of vehicles and increased use of alternative modes of transportation.
- The project follows the BC Energy Step Code retaining and improving the existing house thereby enhancing the energy efficiency and life expectancy while reducing the need for new materials.
- The new house will have a proposed EnerGuide Rating 80 or higher that follows recommendation of our Certified Energy Advisor.
- The existing house has a high efficiency natural gas furnace with new energy efficient domestic hot water heating. The new house will have the same or an air-to-air heat pump.
- A south facing solar collection system will be installed for the existing house.
- The new and existing house will have low flow water use fixtures, energy star appliances and energy - efficient windows and doors.
- Existing on site storage (including capacity for bikes owned by the occupants of the secondary suites) for four bikes will remain in place for Lot B and storage for bikes inside the garage for the new home on Lot A will also be accommodated. Finally bike storage for the occupants of the suite in the Lot A home is achieved on the suite's patio.

**Robert Croft and James Keefe
931 Redfern Street
Victoria, B.C.
V8S 4E7**

- The required car parking stalls (as per bylaw) per lot (i.e. one) are provided.
- The City of Victoria's Permeable Paving requirements will be achieved for both driveways.
- Existing hedges, trees and shrubs are preserved thereby ensuring privacy screening for adjacent homes. New trees and shrubs along the new property line will provide additional privacy between the two proposed properties.
- Both houses will have EV charging stations.

Planning concepts proposed in Lot A considers the City of Victoria and Gonzales Neighbourhood Planning Strategies and community goals including:

- *New housing diversity should be encouraged while maintaining the low rise feel of Gonzales.* Lot A proposes a new secondary suite that adds to the neighbourhood's diversity.
- *More housing for renters and families is needed.* Lot A proposes a new secondary suite.
- A variety of housing types, such as townhouses and more suites would be suitable in Gonzales. Lot A proposes a new secondary suite that adds to the number of neighbourhood suites for rent.
- *Retain existing trees as properties redevelop, the trees and natural environment of the neighbourhood should be retained.* The arborist has concluded that there will be no negative impact to existing trees. In addition the existing topography remains with minimal changes to the slope.
- *Create opportunities for more attainable home ownership.* Lot A proposes a new secondary suite assisting qualifying new home owners for home ownership.
- *Create livable, long-term rental housing.* Lot A proposes a new secondary suite adding to the neighbourhood's long-term rental opportunities.
- *Encourage new housing for children.* House provides 4 bedrooms.
- *Consider existing streetscape and neighbouring homes.* Front yard setback requires a variance; however new house position aligns with existing setback of the neighbouring homes.

The proposed new panhandle Lot B considers City of Victoria and Gonzales Neighbourhood Planning Strategies and community goals including:

- *As properties redevelop, the trees and natural environment of the neighbourhood should be retained.* The arborist has assured no negative impact to existing trees (including our neighbour to the south); proposed new fence and permeable paving to panhandle driveway present no negative impact. The exposed bedrock on Lot B remains.
- *More housing for renters and families is needed.* Lot B's existing 2 story home currently has an unapproved suite, the project proposes conversion to conform to BC Building Code and remain within the existing house (foundation), all services are already in place.

Robert Croft and James Keefe
931 Redfern Street
Victoria, B.C.
V8S 4E7

We have worked diligently with City staff and our neighbours to ensure that this design will fit in well with the neighbourhood and with the City's Regulations and Design Guidelines. We are pleased with the resulting proposal (which has benefitted from substantive input from your staff) as outlined in this letter.

Finally we would like Council to consider some options to resolve the one remaining concern i.e. the proximity of the suite entrance and its' adjoining patio to the Redfern Street curb. These options are:

1. the rental suite in the Lot A house is removed from the proposal;
2. the property owners (Croft and Keefe) grant a deferred transportation dedication caveat to the City so that the 1.3m strip of land remains on the title of the lot thus enabling the development to proceed as proposed while enabling the City to fulfill its' policy objective at some future date; or
3. the suite entrance and patio concern of Development Services is set aside in order to fulfill a number of policy objectives of the City.

Thank you for your consideration of this application. We remain committed and anxious to proceed in Spring 2019. With your approval the City will have another illustration of sensitive infill that is policy compliant and that can serve to enrich and diversify the community.

Yours truly,

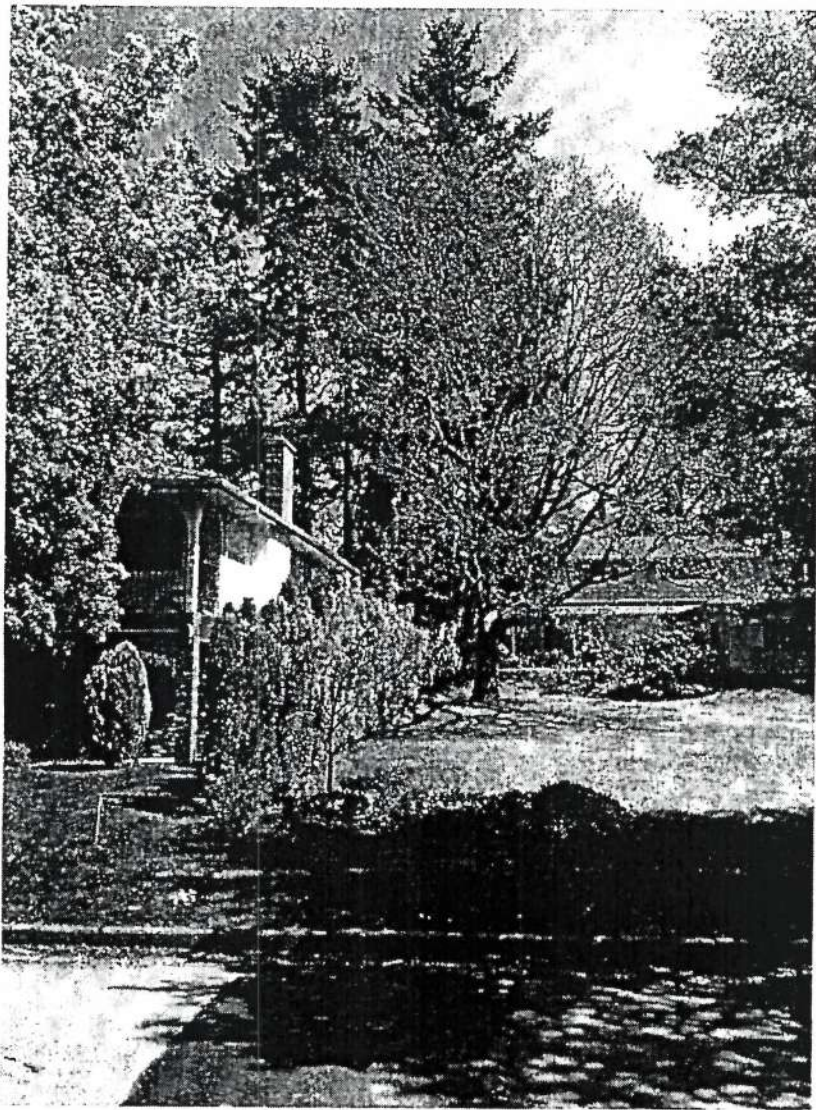


Robert Croft



James Keefe

Robert Croft and James Keefe
931 Redfern Street
Victoria, B.C.
V8S 4E7



View of location of the new house with the existing house at the back as seen from Redfern

Robert Croft and James Keefe
931 Redfern Street
Victoria, B.C.
V8S 4E7



View of the existing dwelling from Redfern at the location of the proposed panhandle

Attachment A. 5
 to letter dated ~~Jan 10, 2018~~
 Mayor and Council

931 Redfern Street, Victoria BC – Subdivision, DP & DVP Applications

Neighbourhood Consultation Summary

In May 2018, the eight surrounding property owners were contacted by phone, email and mail prior to making the application to provide details of the proposed subdivision and variances. Copies of the proposed plan of subdivision and house designs were forwarded by email or mail to the owners who requested them. The feedback from this consultation up to June 15, 2018 is summarized in this table.

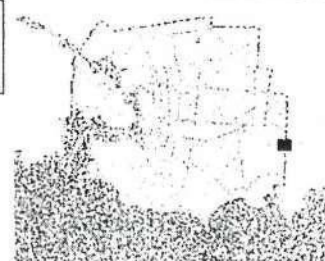
Name and Address	Current Zoning	Comments
933 Redfern Street PID 002-103-788 Mike & Serene Ford	R1-G	May 29/18 – Phoned Mike Ford. He said they did not need a copy of the plans. Little impact on them (they only have one window on that side of the house). No objections.
927 Redfern Street PID 005-045-991 Brenda Wilson	R1-G	April 27/18 – Brenda was originally contacted by the owners re: plans to subdivide and had no objections. May 29/18 – Called to offer plans and left a message. June 8/18 – Brenda sent an email that she had seen the plans and had no concerns (email attached).
943 Cowichan Street PID 009-801-068 Susana Stover	R1-G	May 30/18 – Mailed a copy of the subdivision and house plans with a cover letter. No response as of June 15/18.
939 Cowichan Street PID 009-201-050 Barb & Tom Hall	R1-G	May 29/18 – Called to offer plans and left a message. June 9/18 – Barb called and plans were emailed. June 12/18 – Barb sent an email response that they are not pro development when it comes to neighbourhoods and that this change will mean they see a house instead of trees, grass and a beautiful garden.
1958 Hawes Road PID 005-046-017 Ken & Joyce Miscovitch	R1-G	May 29/18 – Called to offer plans and left a message. No response to date.
930 Foul Bay Road PID 005-212-740 Kevin Ford	R1-G	May 30/18 – Mailed a copy of the subdivision and house plans with a cover letter. No response as of June 15/18.
932 Foul Bay Road PID 008-853-918 Craig Rosario & Robbie Peterson	R1-G	May 30/18 – Sent an email regarding proposed subdivision and offered to provide plans. June 10/18 – Owners sent a letter indicating that they have reviewed the plans and are in full support of this proposal (letter attached)
934A Foul Bay Road PID 004-520-513 Rebecca Wigod & Doug Harrison	R1-G	May 30/18 – Sent an email regarding proposed subdivision and offered to provide plans. May 31/18 – Received email reply that they did not think there would be much impact other than construction noise.

A2



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04/30/2018



Legend

☐ Victoria Parcels

1: 1,000



Notes

Cowichan St

961

957

953

949

945

Suzanne Stover

943

Thomson Hall

939

935

929

923

917

Redfern St

Hawes Rd

941

939

937

Mike + Sarah Ford

933

931

Branda Wilson

927

1940

Ken Miscoitch Joyce

1958

1952

1946

936A

934A

Rebecca Wigod
Douglas Harrison

934B

Rob Peterson
Craig Rosario

932

Kevin Good

930

928

910

936

Foul Bay Rd

Foul Bay Rd

Oak Bay

51 0 25 51 Meters

NAD_1983_CSRS_UTM_Zone_10N

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THIS MAP IS NOT TO BE USED FOR NAVIGATION

Robert Peterson
Craig Rosario
932 Foul Bay Road
Victoria, BC V8S 4H8

June 10, 2018

By email: [REDACTED]

City of Victoria
c/o attn.: L. Denise Kors, P.Eng. LEED® AP
Kors Development Services Inc.

To Whom It May Concern:

Re: Proposed Subdivision of 931 Redfern Street

Our property at 932 Foul Bay Road borders 931 Redfern Street, the property which is subject to the proposed subdivision. We have received, reviewed and considered the subdivision plans, and write in full support of this proposal, without concern.

By way of background, we understand Victoria to have a serious undersupply of housing, both for sale and rent. This is especially true in neighbourhoods like ours, which are highly walkable and accordingly desirable. We believe in responsibly increasing density in such high-demand neighbourhoods, for the benefit of the entire community.

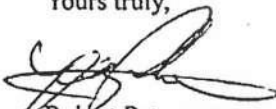
In review of the proponents' plans, we consider their approach to be sensitive and thoughtful. We note that the inclusion of a secondary suite in the new home further increases the supply of affordable housing in the neighbourhood. At the same time, the proposed development aligns with the existing character and scale of homes along Redfern Street. Since the proponents are staying in the existing home and improving it, they have a vested interest in ensuring the development is beautiful and liveable. The end result is an enhanced quality of housing in the neighbourhood and greater housing supply in one of Victoria's most sought-after neighbourhoods.

A quick visit to the property shows that the very large front yard of the property is unlike any of its neighbours and gives an appearance of being surplus to the existing house. Accordingly, the proposed new house on that portion of the property will result in new housing that simply aligns with the existing character and scale of homes along the street.


Finally, as a municipal lawyer and realtor, Robert recognizes that this proposal represents a cost-effective redevelopment strategy for the City, whereby the City accrues tax benefits far exceeding the costs to service.

We would be pleased to discuss this matter further.

Yours truly,



Robert Peterson



Craig Rosario

cc: Jim Keefe; Bob Croft

A3

Denise Kors

From: Rebecca Wigod [REDACTED]
Sent: Thursday, May 31, 2018 11:57 AM
To: Denise Kors
Subject: Re: Proposed subdivision of 931 Redfern Road

Hi, Denise.

Thanks for getting in touch with us.

Given where our house is located, we probably won't be much affected by Bob and Jim's project, apart from the noise of construction.

We like them a lot and wish them well.

Best regards – Rebecca Wigod and Douglas Harrison

On Wed, May 30, 2018 at 4:09 PM, Denise Kors [REDACTED] wrote:

Hi Rebecca and Doug. I got your email address from your neighbours at the back and side of your house, Bob and Jim. They have asked me to assist them with their subdivision and variance applications with the City of Victoria. Part of this process is to contact the neighbours to see if there are any comments or questions. I can provide you with more background info if you want like the plan of subdivision and/or house plans for both the existing and new house at the front. We are proposing to submit the application to the City of Victoria in the coming weeks. My contact information is provided below. Let me know if you would like me to send you any of this info and feel free to call me if you have any questions or comments.

L. Denise Kors, P.Eng. LEED® AP

Development Manager

Kors Development Services Inc.

Phone: [REDACTED]

Cell: [REDACTED]

Email: [REDACTED]

Website: www.korsdevelopment.com

Denise Kors

From: BRENDA WILSON [REDACTED]
Sent: Friday, June 08, 2018 5:24 PM
To: Denise Kors
Subject: Re: 927 Redfern Street call

Hi Denise,

Jim and Bob have reviewed the plan and house drawings with me and I have no concerns about the project apart from being sad at losing the green space to development. But if it has to be then this is a fine project. They have worked hard to fit it into the neighbourhood and I'm sure it will be an asset to the street.

Brenda Wilson
927 Redfern St.

From: "Denise Kors" [REDACTED]
To: "Jim Keefe" [REDACTED]
Cc: "Bob Croft" [REDACTED]
Sent: Friday, June 8, 2018 10:22:54 AM
Subject: RE: 927 Redfern Street call

Hi Brenda. I am assisting Jim and Bob with their application to subdivide and contacted you by phone in late May. As part of this process, I am contacting the immediate neighbours to determine whether there are any comments or questions. First, I have attached a copy of the proposed plan of subdivision and would be happy to provide you with copies of the house plans as well. Upon reviewing the information, if you have concerns, I would be happy to review them with you to see what can be resolved. If not, it would assist us to have a letter or email back from you indicating your name, address and that you had received the plans and have no concerns. Please feel free to call to discuss.

Denise Kors, P.Eng. LEED® AP
Development Manager
Kors Development Services Inc.
Phone: (250) 743-8700
Cell: (250) 686-7125
Email: [REDACTED]
Website: [REDACTED]

From: Jim Keefe [REDACTED]
Sent: Friday, June 08, 2018 9:16 AM
To: Denise Kors
Cc: Bob Croft; [REDACTED]
Subject: RE: 927 Redfern Street call

Hi Denise

I spoke with Brenda this morning and she would be pleased to provide her comments on the proposed plan. Brenda has been copied on this communication and so if there is anything you would like her to address (in addition to your email below) please advise ASAP.

Thanks to you and Brenda for expediting.

Cheers
jim

Regards,

Community Association Liaison

The Fairfield Gonzolas Community Association, was contacted by phone on May 30, 2018 [Vanya McDonnell - Co-Executive Director 250-382-4604] and an email with the subdivision and house plans was sent to David Biltek (Chair of the Land Use Committee). On May 31, 2018, David Biltek phoned to say that since this was not a rezoning, there was no requirement to meet with them. They had no initial comments and we offered to provide them with a copy of the consultation summary with the immediate neighbours when it was ready. We also offered to meet with them or the broader neighbourhood in the future if this would be a good way to address concerns. One letter and two emails of support as well as a copy of the consultation summary were sent to David Biltek on June 14, 2018.

Jim Keefe

Attachment B
to letter dated Jan 5, 2018
to Mayor and Council

From: Bob Croft [REDACTED]
Sent: January-05-19 12:44 PM
To: Jim Keefe
Subject: Fwd: Redfern Drawings - Reduced Size - With Markups

Sent from my Samsung Galaxy smartphone.

----- Original message -----

From: Talbot Mackenzie [REDACTED]
Date: 2018-12-17 2:25 PM (GMT-08:00)
To: Bob Croft [REDACTED]
Subject: Re: Redfern Drawings - Reduced Size - With Markups

Hi Bob

The tree has an estimated critical root zone of 5.5m. I think as long as excavation is limited to the edge of the dripline (4.5m away), you probably won't have to do any exploratory digging to demonstrate the tree won't be impacted. It's probable it can be done a bit closer to the tree with some crown pruning, but the city would likely request a dig again.

Let me know if you need any more information.

Noah

On Mon, Dec 17, 2018 at 2:08 PM Bob Croft [REDACTED] wrote:

Sent from my Samsung Galaxy smartphone.

----- Original message -----

From: Shawn Kelly [REDACTED]
Date: 2018-12-17 8:10 AM (GMT-06:00)
To: Bob Croft [REDACTED]
Subject: Redfern Drawings - Reduced Size - With Markups

--

Talbot Mackenzie & Associates

Consulting Arborists

Box 48153 RPO Uptown

Victoria, BC V8Z 7H6

Ph: (250) 479-8733 Fax: (250) 479-7050

Email: [REDACTED]

Web: www.treehelp.ca

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Consulting Arborists

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Victoria, BC V8Z 7H6
Ph: (250) 479-8733 ~ Fax: (250) 479-7050
Email: tmtreehelp@gmail.com

July 16, 2018

Jim Keefe and Bob Croft
931 Redfern St
Victoria, BC
V8S 4E7

Subject: Exploratory excavation within critical root zone of Garry Oak #200

During our July 16, 2018 site visit at your request, we conducted an exploratory excavation to evaluate the impacts of constructing a new house 4.6m west of the centre of Garry Oak #200 (79cm DBH), located in the front yard of 931 Redfern Street. We had previously evaluated the potential impacts of this construction as part of a tree preservation plan for the proposed subdivision of the property, dated June 7, 2018.

Based on discussions with the homeowners, it is our understanding that the north side of the new building (garage and mechanical room) will no longer be constructed several feet below grade as indicated in the site plans (dated May 14, 2018). A piling will be installed at the northeast corner of the building footprint and a grade beam will be placed at the east edge of the footprint, approximately 12 inches below grade and spanning the width of the garage (3.83m). A second piling will be installed south of the beam at the northeast corner of the water closet (W/C), which is to be expanded northward.

We excavated approximately 1m east of the location of the two pilings and 0.5m east of the grade beam to approximate the extent of excavation required for working room and perimeter drain installation. Therefore, excavation occurred as close as approximately 3.6m from the centre of the tree directly westward. We excavated to a depth of 45-50cm 1m from the location of the pilings (approximately the depth of a clay layer) and 30cm along the length of the grade beam to approximate cut slopes and areas for working room. The entire trench measured approximately 4m.

We encountered a high density of fibrous roots (less than 1cm in diameter) along the length of the trench in addition to two 2cm diameter roots and fifteen 1cm roots. Eleven of the 1cm roots and numerous fibrous roots were damaged during excavation and had to be pruned back to sound tissue at the edge of excavation. The two 2cm roots and remaining four 1cm roots were retained.

We do not anticipate the proposed installation of pilings and a grade beam at the northwest corner of the building footprint will have a significant impact on the health of the Garry Oak given the

size and number of roots encountered. It is possible that additional roots may be encountered during excavation for the pilings that have grown underneath the 45-50cm we excavated to simulate a cut slope but anticipate the number of additional roots likely to be encountered will be negligible and the impacts to the health of the tree to remain minor. If the revised building plans are approved, we recommend an arborist be on site to supervise and direct excavation within the tree's critical root zone and to prune back any severed roots to sound tissue.

As stated in our June 7, 2018 tree preservation plan, the tree will also require crown pruning for building clearance. We recommend pruning be performed by an ISA Certified Arborist to ANSI A300 pruning standards.

Images

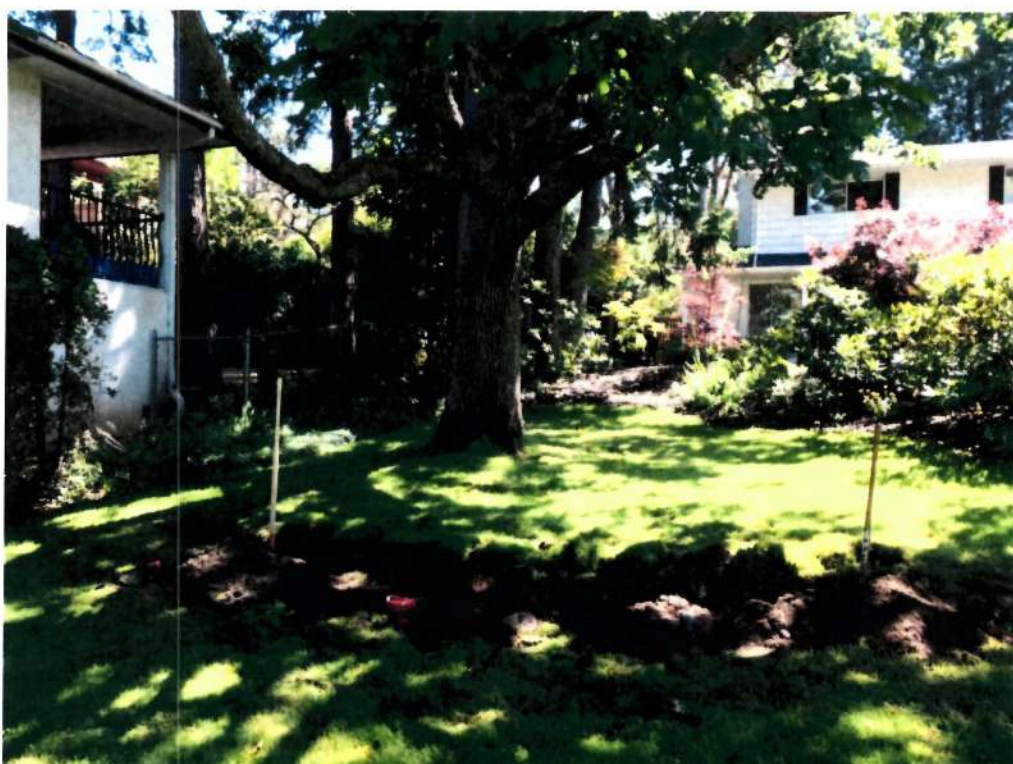


Image 1. We conducted an exploratory excavation at the northwest side of the proposed building to be constructed at 931 Redfern Street. Excavation occurred as close as 3.6m from the centre of the trunk of Garry Oak #200.



Image 2. Two 2cm diameter roots, fifteen 1cm roots, and a high density of fibrous roots were encountered along the entirety of the trench (approximately 4m).



Image 3.

Please do not hesitate to call us at 250-479-8733 should you have any questions.

Thank you,

Neal Borge

Talbot Mackenzie & Associates
ISA Certified & Consulting Arborists

Disclosure Statement

Arborists are professionals who examine trees and use their training, knowledge and experience to recommend techniques and procedures that will improve the health and structure of individual trees or group of trees, or to mitigate associated risks. Trees are living organisms, whose health and structure change, and are influenced by age, continued growth, climate, weather conditions, and insect and disease pathogens. Indicators of structural weakness and disease are often hidden within the tree structure or beneath the ground. It is not possible for an arborist to identify every flaw or condition that could result in failure nor can he/she guarantee that the tree will remain healthy and free of risk. Remedial care and mitigation measures recommended are based on the visible and detectable indicators present at the time of the examination and cannot be guaranteed to alleviate all symptoms or to mitigate all risk posed.



Talbot Mackenzie & Associates

Consulting Arborists

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Email: tmtreehelp@gmail.com

November 6, 2018

Bob Croft and Jim Keefe
931 Redfern Street
Victoria, BC
V8S 4E7

Subject: Driveway and Fence Construction at 931 Redfern Street

The attached landscape plans indicate the existing driveway will be repaved with concrete slabs and a 6' privacy fence is to be constructed along the south property line. Both will require excavation within the critical root zone (CRZ) of a ~100cm DBH Weeping Willow (*Salix babylonica*), located on the neighbour's property immediately south of existing fence and driveway. In our opinion, both of these features can be constructed with little to no impact on the health of the tree.

We recommend the project arborist be on site to supervise the removal of the existing driveway. Care should be taken to not damage any surface roots that may be encountered directly below the surface. Where the driveway footprint encroaches within the CRZ of the tree, the paving stones can be installed directly on top of the existing base layer. Alternatively, if the construction of a new base layer is desired and roots are not encountered directly beneath the existing driveway surface, a minimal amount of excavation may be performed under arborist direction. The excavation must be completed using a combination of hand-digging and an excavator with a flat-edged bucket. Any roots severed within the CRZ of the tree could result in significant health and structural impacts. If a new base layer is to be constructed, it may be necessary to construct the driveway at an elevated grade, above any roots encountered (see attached "floating driveway" specifications). Given that concrete slabs are proposed to be the new driveway surface material, we further recommend the washout from the driveway be directed away from the base of the tree, as the concrete wash will alter soil pH and could impact tree health.

Any excavation for fence pilings within the CRZ of the willow should also be completed under arborist supervision and conducted by hand-digging. The location of fence pilings should be adjusted to accommodate the preservation of any large roots encountered.

Based on discussion with Kors Development Services Inc., no changes to the design of the new building have been made since our July 16, 2018 memo summarizing the findings of our exploratory excavation. To mitigate impacts to the root system of Garry Oak #200, a grade beam will be constructed at the east edge of the building footprint on lot. No changes have been made since our June 7, 2018 Construction Impact Assessment and Tree Preservation Plan to the proposed

Talbot Mackenzie & Associates

locations of underground services to lot A (they will be installed underneath the new driveway). Also, as stated in our June 7, 2018 report, the proposed addition to the existing house will not require any modifications to its foundation and will not result in any impacts to the tree resource.

- **Arborist Role:** It is the responsibility of the client or his/her representative to contact the project arborist for the purpose of:
 - Locating the barrier fencing
 - Reviewing the report with the project foreman or site supervisor
 - Locating work zones, where required
 - Supervising any excavation within the critical root zones of trees to be retained
 - Reviewing and advising of any pruning requirements for machine clearances
- **Review and site meeting:** Once the project receives approval, it is important that the project arborist meet with the principals involved in the project to review the information contained herein. It is also important that the arborist meet with the site foreman or supervisor before any site clearing, tree removal, demolition, or other construction activity occurs and to confirm the locations of the tree protection barrier fencing.

Please do not hesitate to call us at 250-479-8733 should you have any questions.

Thank you,



Noah Borges
ISA Certified: #PN-8409A

Talbot Mackenzie & Associates
ISA Certified & Consulting Arborists

Disclosure Statement

Arborists are professionals who examine trees and use their training, knowledge and experience to recommend techniques and procedures that will improve the health and structure of individual trees or group of trees, or to mitigate associated risks. Trees are living organisms, whose health and structure change, and are influenced by age, continued growth, climate, weather conditions, and insect and disease pathogens. Indicators of structural weakness and disease are often hidden within the tree structure or beneath the ground. It is not possible for an arborist to identify every flaw or condition that could result in failure nor can he/she guarantee that the tree will remain healthy and free of risk. Remedial care and mitigation measures recommended are based on the visible and detectable indicators present at the time of the examination and cannot be guaranteed to alleviate all symptoms or to mitigate all risk posed.



Talbot Mackenzie & Associates

Consulting Arborists



931 Redfern Street, Victoria

Construction Impact Assessment &

Tree Preservation Plan

PREPARED FOR: Bob Croft and Jim Keefe
931 Redfern Street
Victoria, BC
V8S 4E7

PREPARED BY: Talbot, Mackenzie & Associates

Noah Borges – Consulting Arborist
ISA Certified # PN-8409A

Graham Mackenzie
ISA Certified # PN-0428
TRAQ – Qualified

DATE OF ISSUANCE: June 7, 2018

Box 48153 RPO - Uptown Victoria, BC V8Z 7H6
Ph: (250) 479-8733
Fax: (250) 479-7050
Email: tmtreehelp@gmail.com



Talbot Mackenzie & Associates

Consulting Arborists

Jobsite Property: 931 Redfern St, Victoria

Date of Site Visit: March 30, 2018

Site Conditions: Residential lot. No construction activity present.

Summary: Garry Oak #200 may be significantly impacted by construction of the proposed building. We recommend an arborist supervise any excavation within the critical root zone of the tree and based on the size and number of roots encountered, determine whether the tree remains viable for long-term retention. At least four Oak limbs, up to 25cm in diameter, will also have to be removed for building clearance. Hedge Maple NT1, a municipal tree, will require minor clearance pruning and small roots may be encountered during excavation for construction of the stairway.

Scope of Assignment:

- To inventory the existing bylaw protected trees and any trees on neighbouring properties that could potentially be impacted by construction or that are within three metres of the property line
- Review the proposal to subdivide the property into two lots and construct a new house and driveway
- Comment on how construction activity may impact existing trees
- Prepare a tree retention and construction damage mitigation plan for those trees deemed suitable to retain given the proposed impacts

Methodology: We visually examined the trees on the property and prepared an inventory in the attached Tree Resource Spreadsheet. Each by-law protected tree was identified using a numeric metal tag attached to its lower trunk. Municipal trees and neighbours' trees were not tagged. Information such as tree species, DBH (1.4m), crown spread, critical root zone (CRZ), health, structure, and relative tolerance to construction impacts were included in the inventory. The by-law protected trees with their identification numbers were labelled on the attached Site Plan. The conclusions reached were based on the information provided within the attached plans from Cite 360 Studio (dated May 14, 2018).

Limitations: No exploratory excavations have been requested and thus the conclusions reached are based solely on critical root zone calculations and our best judgement using our experience and expertise. The location, size and density of roots are often difficult to predict without exploratory excavations and therefore the impacts to the trees may be more or less severe than we anticipate.

Summary of Tree Resource: 17 trees were inventoried. There are eight by-law protected trees on the subject property: two Douglas firs, five Garry Oaks, and one Arbutus.

Trees to be Removed: No trees will require removal due to construction related impacts.

Potential Impacts on Trees to be Retained and Mitigation Measures

- **House A Construction**

- **Garry Oak #200:** Excavation for construction of the new house may have a significant impact on the health of this tree. If working room be limited to 1m outside the building footprint, excavation will occur approximately 3m from the base of the tree. We anticipate large roots will be encountered at this distance and recommend the retention status of the tree be determined at the time of excavation.

Four large limbs (approximately 25cm, 20cm, 20cm, and 15cm in diameter), in addition to smaller lateral branches will have to be pruned for building clearance (*Image 1*). We recommend pruning the large limbs back to small lateral branches where available to avoid creating pruning wounds near the trunk of the tree, which will minimize the chance of introducing infection into the main stem.

- **Hedge Maple NT1:** This tree's crown extends 4.5m eastward. The tree will likely require minor pruning for clearance from the stairway. Excavation for the stairway will occur at the edge of the tree's critical root zone. Any roots severed should be pruned back to sound tissue by the project arborist.

- **House B Renovations**

- We do not anticipate the proposed renovations to the existing house will impact any trees, as they are to occur within the existing house footprint.

- **Service Connections:** It is our understanding that underground services to the new building will be aligned underneath the new driveway. If any excavation for service installation occurs within the critical root zone of Hedge Maple NT1, an arborist should be on site to supervise.

- **Arborist Supervision:** All excavation occurring within the critical root zones of protected trees should be completed under supervision by the project arborist. Any roots encountered must be pruned back to sound tissue to reduce wound surface area and encourage rapid compartmentalization of the wound. In particular, the following activities should be completed under the direction of the project arborist:

- Excavation for construction of the new house within the critical root zone of Garry Oak #200

- **Barrier fencing:** The areas surrounding the trees to be retained should be isolated from the construction activity by erecting protective barrier fencing. Where possible, the fencing should

be erected at the perimeter of the critical root zones. The barrier fencing must be a minimum of 4 feet in height, of solid frame construction that is attached to wooden or metal posts. A solid board or rail must run between the posts at the top and the bottom of the fencing. This solid frame can then be covered with plywood, or flexible snow fencing. The fencing must be erected prior to the start of any construction activity on site (i.e. demolition, excavation, construction), and remain in place through completion of the project. Signs should be posted around the protection zone to declare it off limits to all construction related activity. The project arborist must be consulted before this fencing is removed or moved for any purpose.

- **Minimizing Soil Compaction:** In areas where construction traffic must encroach into the critical root zones of trees to be retained, efforts must be made to reduce soil compaction where possible by displacing the weight of machinery and foot traffic. This can be achieved by one of the following methods:
 - Installing a layer of hog fuel or coarse wood chips at least 20 cm in depth and maintaining it in good condition until construction is complete.
 - Placing medium weight geotextile cloth over the area to be used and installing a layer of crushed rock to a depth of 15 cm over top.
 - Placing two layers of 19mm plywood.
 - Placing steel plates.
- **Mulching:** Mulching is an important proactive step to maintaining the health of the trees to be retained and mitigating construction related impacts and overall stress. Mulch should be made from a natural material such as wood chips or bark pieces and be 5-8cm deep. As much of the area within two times the dripline of the tree should be mulched, both inside and outside of the critical root zone. No mulch should be touching the trunk of the tree. See “methods to avoid soil compaction” if the area is to have heavy traffic.
- **Blasting:** If required, care must be taken to ensure that the area of blasting does not extend beyond the necessary footprints and into the critical root zones of surrounding trees. The use of small low-concussion charges and multiple small charges designed to pre-shear the rock face will reduce fracturing, ground vibration, and overall impact on the surrounding environment. Only explosives of low phytotoxicity and techniques that minimize tree damage should be used. Provisions must be made to ensure that blasted rock and debris are stored away from the critical root zones of trees.
- **Arborist Role:** It is the responsibility of the client or his/her representative to contact the project arborist for the purpose of:
 - Locating the barrier fencing
 - Reviewing the report with the project foreman or site supervisor
 - Locating work zones, where required
 - Supervising any excavation within the critical root zones of trees to be retained
 - Reviewing and advising of any pruning requirements for machine clearances
- **Review and site meeting:** Once the project receives approval, it is important that the project arborist meet with the principals involved in the project to review the information contained

herein. It is also important that the arborist meet with the site foreman or supervisor before any site clearing, tree removal, demolition, or other construction activity occurs and to confirm the locations of the tree protection barrier fencing.

Images



Image 1. Four limbs, approximately 15-25cm in diameter, in addition to smaller branches will have to be pruned for building clearance.

Please do not hesitate to call us at (250) 479-8733 should you have any further questions. Thank you.

Yours truly,

Talbot Mackenzie & Associates
ISA Certified Consulting Arborists

Encl. 2-page tree resource spreadsheet, 2-page tree resource spreadsheet methodology and definitions, 1-page site plan, 6-page building plans, 13-page floor plans, 1-page barrier fencing specifications

Disclosure Statement

Arborists are professionals who examine trees and use their training, knowledge and experience to recommend techniques and procedures that will improve their health and structure or to mitigate associated risks.

Trees are living organisms, whose health and structure change, and are influenced by age, continued growth, climate, weather conditions, and insect and disease pathogens. Indicators of structural weakness and disease are often hidden within the tree structure or beneath the ground. It is not possible for an Arborist to identify every flaw or condition that could result in failure or can he/she guarantee that the tree will remain healthy and free of risk.

Remedial care and mitigation measures recommended are based on the visible and detectable indicators present at the time of the examination and cannot be guaranteed to alleviate all symptoms or to mitigate all risk posed.

	Tree ID	Common Name	Latin Name	DBH (cm) ~ approximate	Crown Spread (m)	CRZ (m)	Relative Tolerance	Health	Structure	Remarks and Recommendations	Retention Status
Boulevard	NT1	Hedge maple	<i>Acer campestre</i>	45	8	5.5	Moderate	Good	Good	Municipal tree, small deadwood	Retain
A	200	Garry oak	<i>Quercus garryana</i>	79	12	8.0	Good	Good	Fair	Asymmetric form, previously topped	TBD
A	199	Garry oak	<i>Quercus garryana</i>	52	8	5.0	Good	Good	Fair	Asymmetric form, deflected top	Retain
A	198	Douglas fir	<i>Pseudotsuga menziesii</i>	58	8	6.0	Poor	Fair	Fair	Deflected top	Retain
A	197	Douglas fir	<i>Pseudotsuga menziesii</i>	57	8	6.0	Poor	Fair	Fair	Deflected top	Retain
933	NT2	Douglas fir	<i>Pseudotsuga menziesii</i>	60	8	10.0	Poor	Good	Fair	Neighbour's tree	Retain
933	NT3	Douglas fir	<i>Pseudotsuga menziesii</i>	60	7	10.0	Poor	Fair	Fair	Neighbour's tree, large deadwood, deflected top	Retain
934A	NT4	Douglas fir	<i>Pseudotsuga menziesii</i>	59	7	10.0	Poor	Fair	Fair/poor	Neighbour's tree, high crown, deflected top	Retain
934A	NT5	Douglas fir	<i>Pseudotsuga menziesii</i>	70	9	12.0	Poor	Good	Fair	Neighbour's tree, ivy on trunk	Retain
A	196	Garry oak	<i>Quercus garryana</i>	61	13	6.0	Good	Good	Fair	Asymmetric form, leans over existing house	Retain
B	195	Garry oak	<i>Quercus garryana</i>	33	3	3.5	Good	Poor	Poor	Very little live foliage, large pruning wounds with decay	Retain
B	194	Garry oak	<i>Quercus garryana</i>	54	9	5.5	Good	Fair	Fair	High crown	Retain
B	900	Arbutus	<i>Arbutus menziesii</i>	23	7	4.0	Poor	Good	Good	Leans over rock	Retain
932B	NT6	Trembling aspen	<i>Populus tremuloides</i>	39, 43	7	6.0	Moderate	Fair	Poor	Neighbour's tree, co-dominant at base, included bark	Retain
932B	NT7	Trembling aspen	<i>Populus tremuloides</i>	43	8	5.0	Moderate	Fair	Fair	Neighbour's tree	Retain
932B	NT8	Trembling aspen	<i>Populus tremuloides</i>	42, 31	8	6.0	Moderate	Fair	Poor	Neighbour's tree. Codominant union at base, included bark	Retain

Prepared by:
 Talbot Mackenzie & Associates
 ISA Certified and Consulting Arborists
 Phone: (250) 479-8733
 Fax: (250) 479-7050
 email: tmtreehelp@gmail.com

927

Tree ID	Common Name	Latin Name	DBH (cm) ~ approximate	Crown Spread (m)	CRZ (m)	Relative Tolerance	Health	Structure	Remarks and Recommendations	Retention Status
NT9	Weeping willow	<i>Salix babylonica</i>	~100	10	10.0	Good	Good	Fair	Neighbour's tree. Previous branch failure, large pruning wounds	Retain



Talbot Mackenzie & Associates

Consulting Arborists

Box 48153 RPO - Uptown Victoria, BC V8Z 7H6

Ph: (250) 479-8733

Fax: (250) 479-7050

Email: tmtreehelp@gmail.com

Tree Resource Spreadsheet Methodology and Definitions

Tag: Tree identification number on a metal tag attached to tree with nail or wire, generally at eye level. Trees on municipal or neighboring properties are not tagged.

NT: No tag due to inaccessibility or ownership by municipality or neighbour.

DBH: Diameter at breast height – diameter of trunk, measured in centimetres at 1.4m above ground level. For trees on a slope, it is taken at the average point between the high and low side of the slope.

* Measured over ivy

~ Approximate due to inaccessibility or on neighbouring property

Crown Spread: Indicates the diameter of the crown spread measured in metres to the dripline of the longest limbs.

Relative Tolerance Rating: Relative tolerance of the tree species to construction related impacts such as root pruning, crown pruning, soil compaction, hydrology changes, grade changes, and other soil disturbance. This rating does not take into account individual tree characteristics, such as health and vigour. Three ratings are assigned based on our knowledge and experience with the tree species: Poor, Moderate or Good.

Critical Root Zone: A calculated radial measurement in metres from the trunk of the tree. It is the optimal size of tree protection zone and is calculated by multiplying the DBH of the tree by 10, 12 or 15 depending on the tree's Relative Tolerance Rating. This methodology is based on the methodology used by Nelda Matheny and James R. Clark in their book "Trees and Development: A Technical Guide to Preservation of Trees During Land Development."

- 15 x DBH = Poor Tolerance of Construction
- 12 x DBH = Moderate
- 10 x DBH = Good

To calculate the critical root zone, the DBH of multiple stems is considered the sum of 100% of the diameter of the largest stem and 60% of the diameter of the next two largest stems. It should be noted that these measures are solely mathematical calculations that do not consider factors such as soil volume restrictions, age, crown spread, health, or structure (such as a lean).

Health Condition:

- Poor - significant signs of visible stress and/or decline that threaten the long-term survival of the specimen
- Fair - signs of stress
- Good - no visible signs of significant stress and/or only minor aesthetic issues

Structural Condition:

- Poor - Structural defects that have been in place for a long period of time to the point that mitigation measures are limited
- Fair - Structural concerns that are possible to mitigate through pruning
- Good - No visible or only minor structural flaws that require no to very little pruning

Retention Status:

- X - Not possible to retain given proposed construction plans
- Retain - It is possible to retain this tree in the long-term given the proposed plans and information available. This is assuming our **recommended mitigation measures are followed**
- Retain * - See report for more information regarding potential impacts
- TBD (To Be Determined) - The impacts on the tree could be significant. However, in the absence of exploratory excavations and in an effort to retain as many trees as possible, we recommend that the final determination be made by the supervising project arborist at the time of excavation. The tree might be possible to retain depending on the location of roots and the resulting impacts, but concerned parties should be aware that the tree may require removal.
- NS - Not suitable to retain due to health or structural concerns

2 0 2 4 6 8
SCALE=1:100 All distances are in metres.








NOTE

Lot dimensions shown are based upon Plan 15059 and are subject to vary upon legal survey.

Lot dimensions, offsets, and area shown may vary upon completion of a comprehensive legal survey. Geodetic elevations shown are based upon observations to geodetic control monuments 10-51 (Elevation= 19.451m) and 10-123 (Elevation= 17.802m).

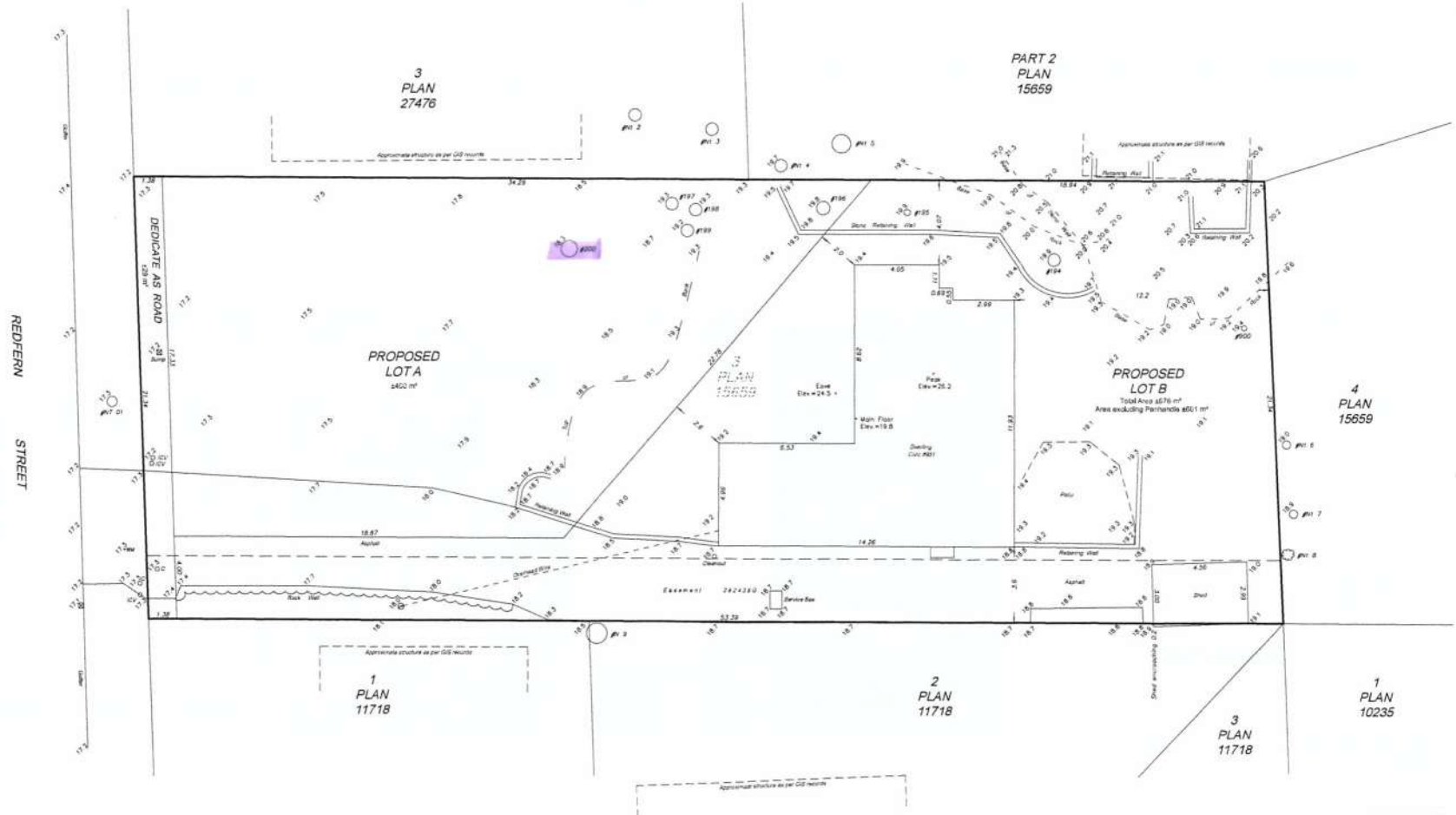
This plan is for building design & permit purposes only and is for the exclusive use of our client. This plan shall not be used to define property lines or property corners. Unregistered interests have not been included or considered.

LEGEND

- | | |
|---|--|
|  | Denotes catch basin |
|  | Denotes water meter |
|  | Denotes approximate tree location and number |
|  | Denotes ground elevation |
|  | Denotes utility pole |
|  | Denotes irrigation control valve |
|  | Denotes connection |

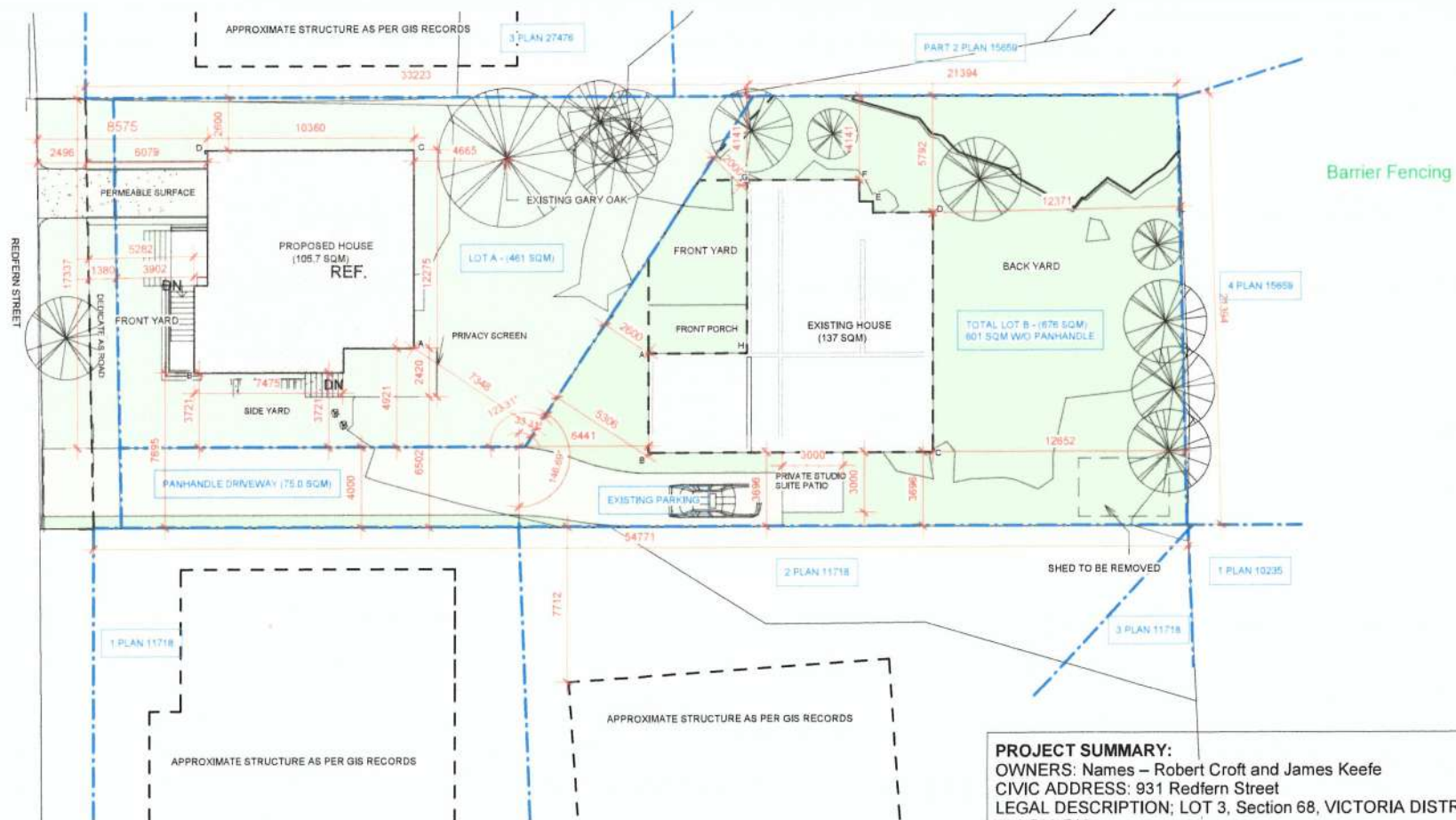
Field survey dated April 6, 2018.

The parcel is subject to Easement 2824393.
Total Acreage ± 1.66 Acre



File: 10-G-001-502
Date: April 18, 2016
Island Land Surveying Ltd.
117-253 Hoffman Avenue
Victoria B.C. V8B 4X1
TEL: 250-475-1515 fax: 250-475-1516
WWW: islandlandsurveying.ca

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931 REDFERN STREET SITE PLAN

PROJECT SUMMARY:

OWNERS: Names – Robert Croft and James Keefe
 CIVIC ADDRESS: 931 Redfern Street
 LEGAL DESCRIPTION: LOT 3, Section 68, VICTORIA DISTRICT PLAN 15659
 004-520-718
 PROJECT DESCRIPTION SUBDIVISION TO CREATE ONE ADDITIONAL LOT
 EXISTING ZONE R1-G
 PROPOSED ZONE NO CHANGE
 EXISTING SITE AREA 1166m²
 PROPOSED LOT AREAS
 LOT A 460 m²
 LOT B 676 m² (601M2 W/O PANHANDLE)



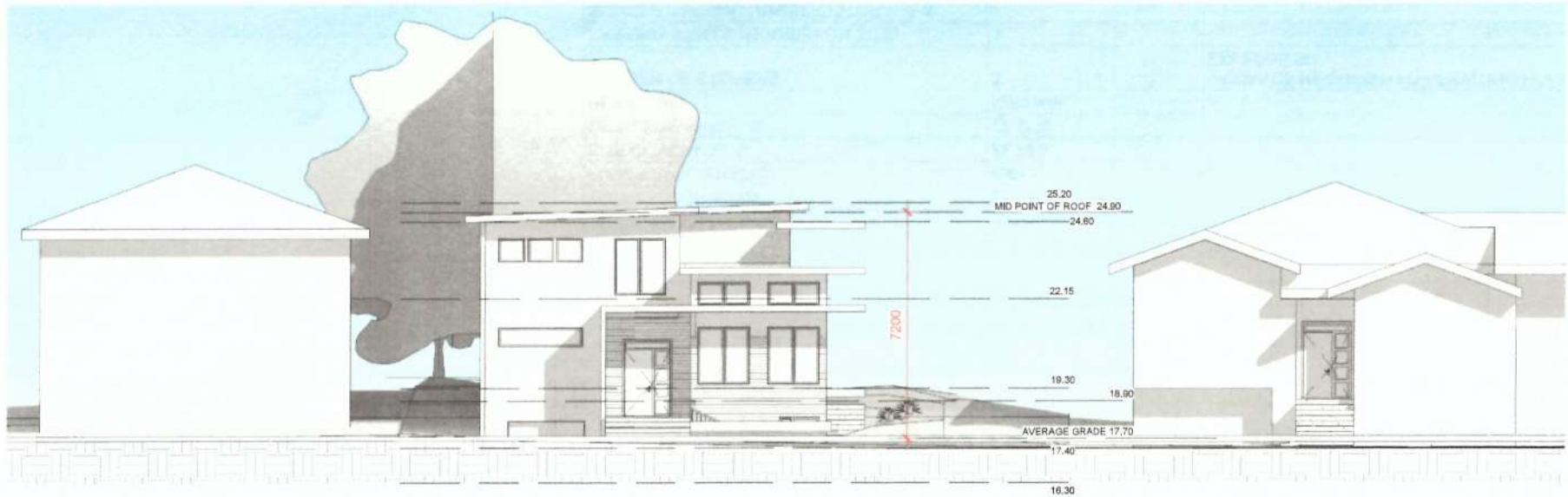
**R1-G ZONE SUB-DIVISION APPLICATION FOR
 931 REDFERN STREET
 N001 05/14/18**

PROJECT INFORMATION TABLE FOR LOT A		
NAME	ZONE STANDARD	VARIANCE
ZONING	R1-G	N/A
SITE AREA	461 SQM	
TOTAL FLOOR AREA	196.7 SQM	
FLOOR SPACE RATIO	0.43:1	
SITE COVERAGE %	22.92 %	
OPEN SITE SPACE %	77.08%	
HEIGHT (m)	7200 mm	
NUMBER OF STOREYS	1.5	
PARKING STALLS (NUMBER ON SITE)	1	
BICYCLE PARKING NUMBER (STORAGE & RACK)	-	
FRONT YARD SETBACK	3902 mm	VARIANCE REQUIRED SETBACK IS LESS THAN 7.5M
REAR YARD SETBACK	7348 mm	VARIANCE REQUIRED SETBACK IS LESS THAN 9.1M
SIDE YARD SETBACK (SOUTH)	3721 mm	
SIDE YARD SETBACK (NORTH)	2600 mm	

PROJECT INFORMATION TABLE FOR LOT B		
NAME	ZONE STANDARD	VARIANCE
ZONING	R1-G	N/A
SITE AREA	601 SQM	
TOTAL FLOOR AREA	252 SQM	
FLOOR SPACE RATIO	0.42:1	
SITE COVERAGE %	22.79%	
OPEN SITE SPACE %	77.21%	
HEIGHT (m)	6250 mm	
NUMBER OF STOREYS	2	VARIANCE REQUIRED FOR EXISTING HOUSE EXCEEDS 5M
PARKING STALLS (NUMBER ON SITE)	1	
BICYCLE PARKING NUMBER (STORAGE & RACK)	-	
FRONT YARD SETBACK	2000 mm	VARIANCE
REAR YARD SETBACK	12652 mm	VARIANCE
SIDE YARD SETBACK (SOUTH)	3696 mm	
SIDE YARD SETBACK (NORTH)	4141 mm	



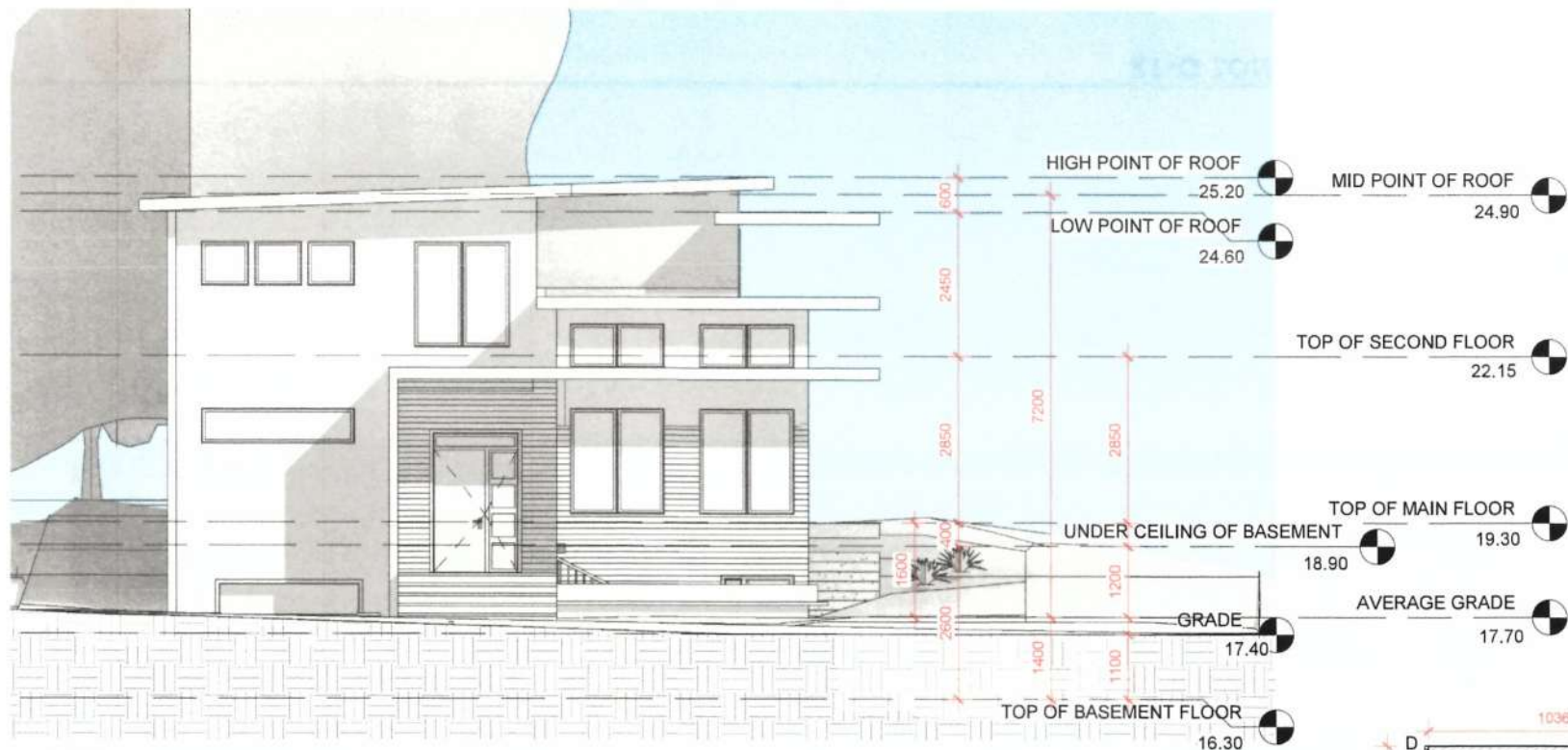
**R1-G ZONE SUB-DIVISION APPLICATION FOR
931 REDFERN STREET
N002 05/14/18**



R1-G ZONING HEIGHT CONFIRMATION



R1-G ZONE SUB-DIVISION APPLICATION FOR
931 REDFERN STREET
N003 05/14/18



GRADE POINTS

GRADE POINT A : 18.1
 GRADE POINT B : 17.5
 GRADE POINT C : 18.1
 GRADE POINT D : 17.35

GRADE POINTS

POINTS A & B
 POINTS B & D
 POINTS D & C
 POINTS C & A

AVERAGE OF POINTS

$((18.1 + 17.5) / 2)$
 $((17.5 + 17.35) / 2)$
 $((17.35 + 18.1) / 2)$
 $((18.1 + 18.1) / 2)$

DIST. BETWEEN GRADE POINTS

X
 X
 X
 X

10.99M
 11.05M
 10.36M
 9.70M

TOTALS

194.02
 192.50
 183.63
 175.57
745.72

GRADE CALCULATION

$745.72 / 42.11\text{M (PERIMETER OF THE BUILDING)} = 17.70$



**R1-G ZONE SUB-DIVISION APPLICATION FOR
 931 REDFERN STREET
 N004 05/14/18**



STREET VIEW



R1-G ZONE SUB-DIVISION APPLICATION FOR
931 REDFERN STREET
N005 05/14/18



HIGH POINT OF ROOF 26.25
 MID POINT OF ROOF 25.35
 U / C OF SECOND FLOOR 24.80
 LOW POINT OF ROOF 24.45

TOP OF SECOND FLOOR 22.50

TOP OF MAIN FLOOR 19.80

AVERAGE GRADE 19.10
 LOWEST POINT OF GRADE 18.70

GRADE POINTS

GRADE POINT A = 19.2
 GRADE POINT B = 18.7
 GRADE POINT C = 18.8
 GRADE POINT D = 19.3
 GRADE POINT E = 19.4
 GRADE POINT F = 19.5
 GRADE POINT G = 19.4
 GRADE POINT H = 19.4

GRADE POINTS

POINTS A & B
 POINTS B & C
 POINTS C & D
 POINTS D & E
 POINTS E & F
 POINTS F & G
 POINTS G & H
 POINTS H & A

AVERAGE OF POINTS

$((19.2 + 18.7) / 2)$
 $((18.7 + 18.8) / 2)$
 $((18.8 + 19.3) / 2)$
 $((19.3 + 19.4) / 2)$
 $((19.4 + 19.5) / 2)$
 $((19.5 + 19.4) / 2)$
 $((19.4 + 19.4) / 2)$
 $((19.4 + 19.2) / 2)$

DIST. BETWEEN GRADE POINTS

X
 X
 X
 X
 X
 X
 X
 X

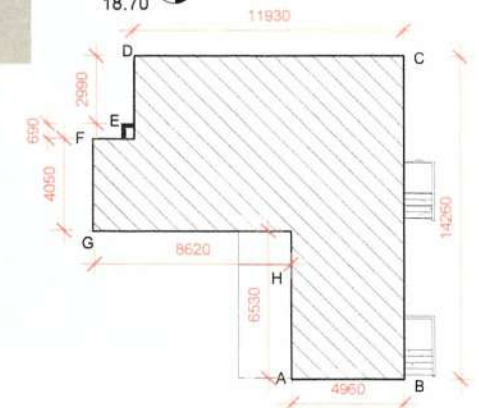
4.96
 14.26
 11.93
 2.99
 0.69
 4.05
 8.62
 6.53

TOTALS

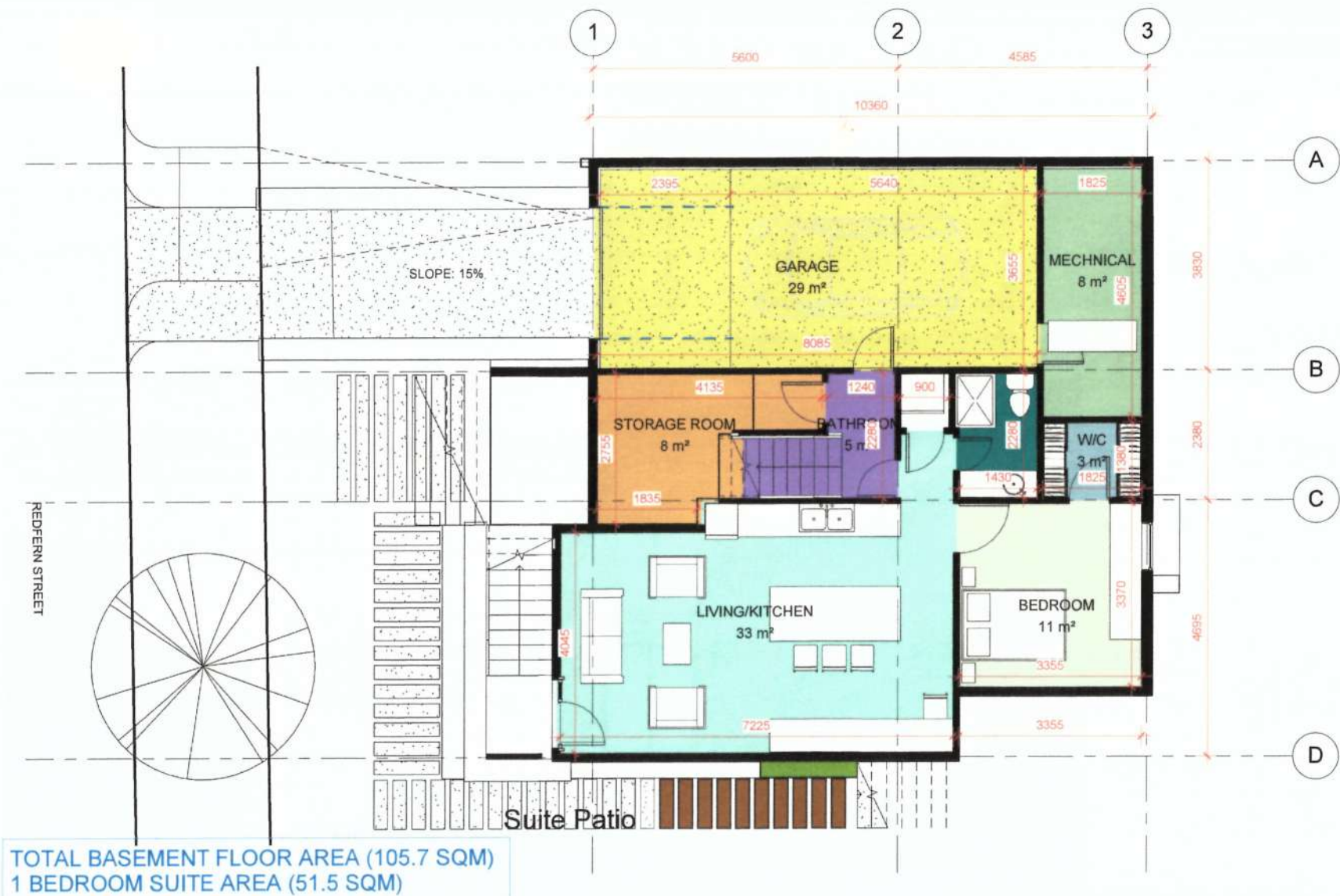
93.99
 267.38
 227.27
 57.86
 13.42
 78.77
 167.23
 126.03
 1,031.95

GRADE CALCULATION

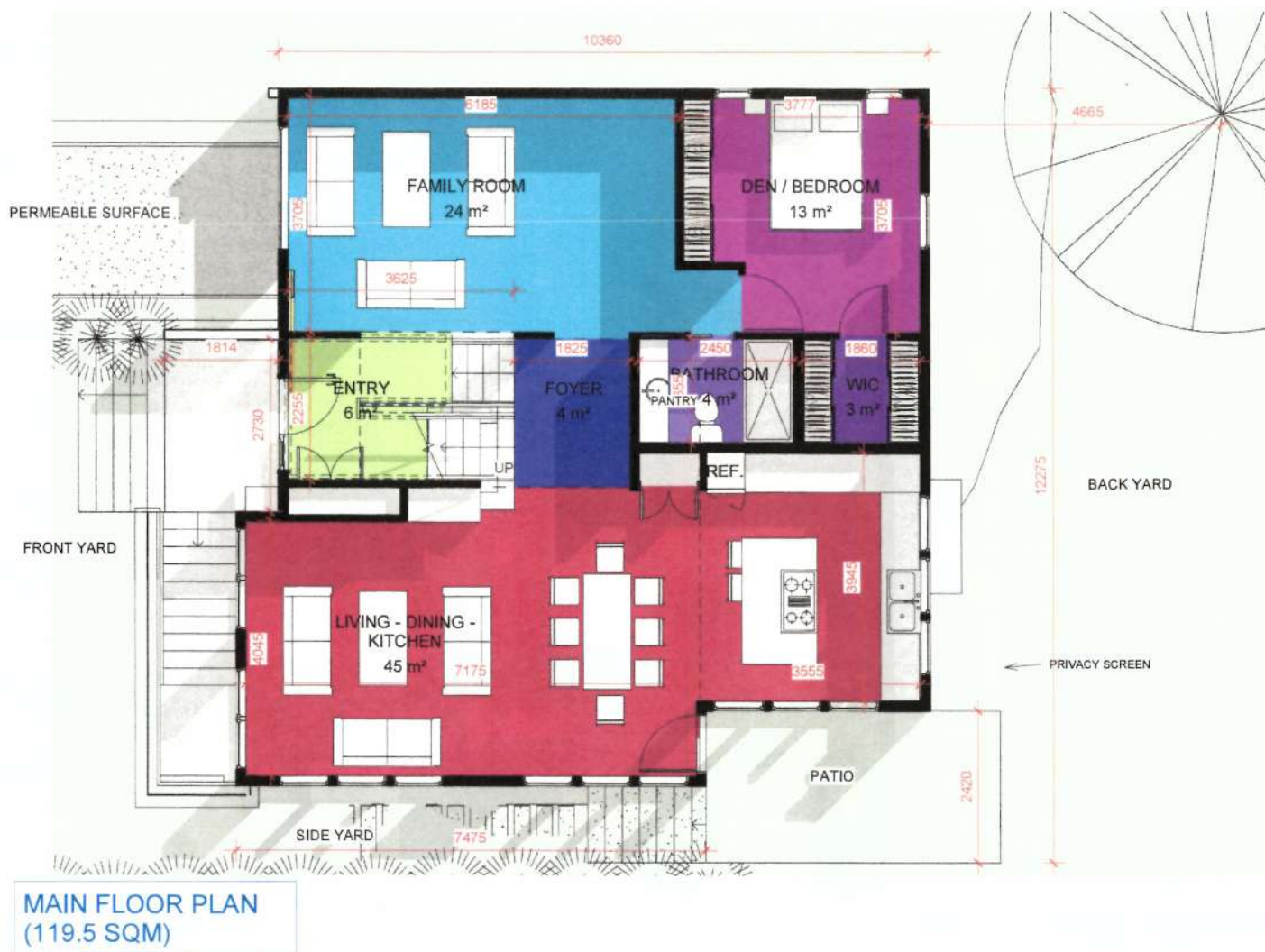
$1031.95 / 54.03M$ (PERIMETER OF THE BUILDING) = 19.10



R1-G ZONE SUB-DIVISION APPLICATION FOR
931 REDFERN STREET
N006 05/15/18



R1-G ZONE SUB-DIVISION APPLICATION FOR
931 REDFERN STREET
A101 06/08/17



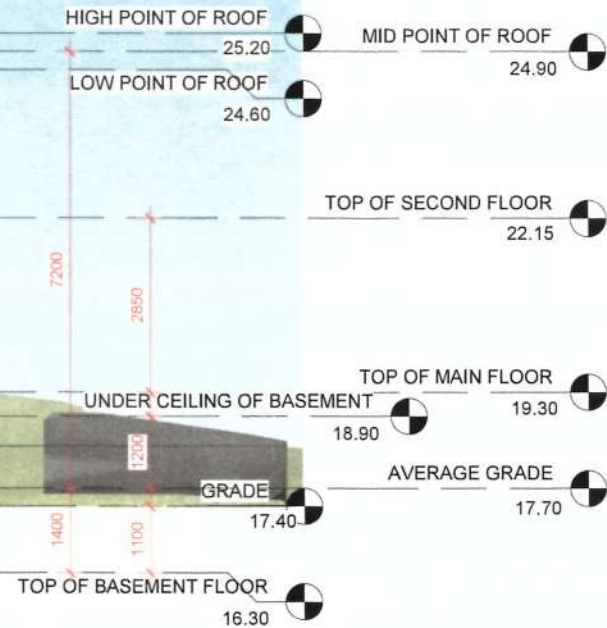
**R1-G ZONE SUB-DIVISION APPLICATION FOR
931 REDFERN STREET
A102 06/08/17**



**R1-G ZONE SUB-DIVISION APPLICATION FOR
931 REDFERN STREET
A103 06/08/17**



WEST ELEVATION

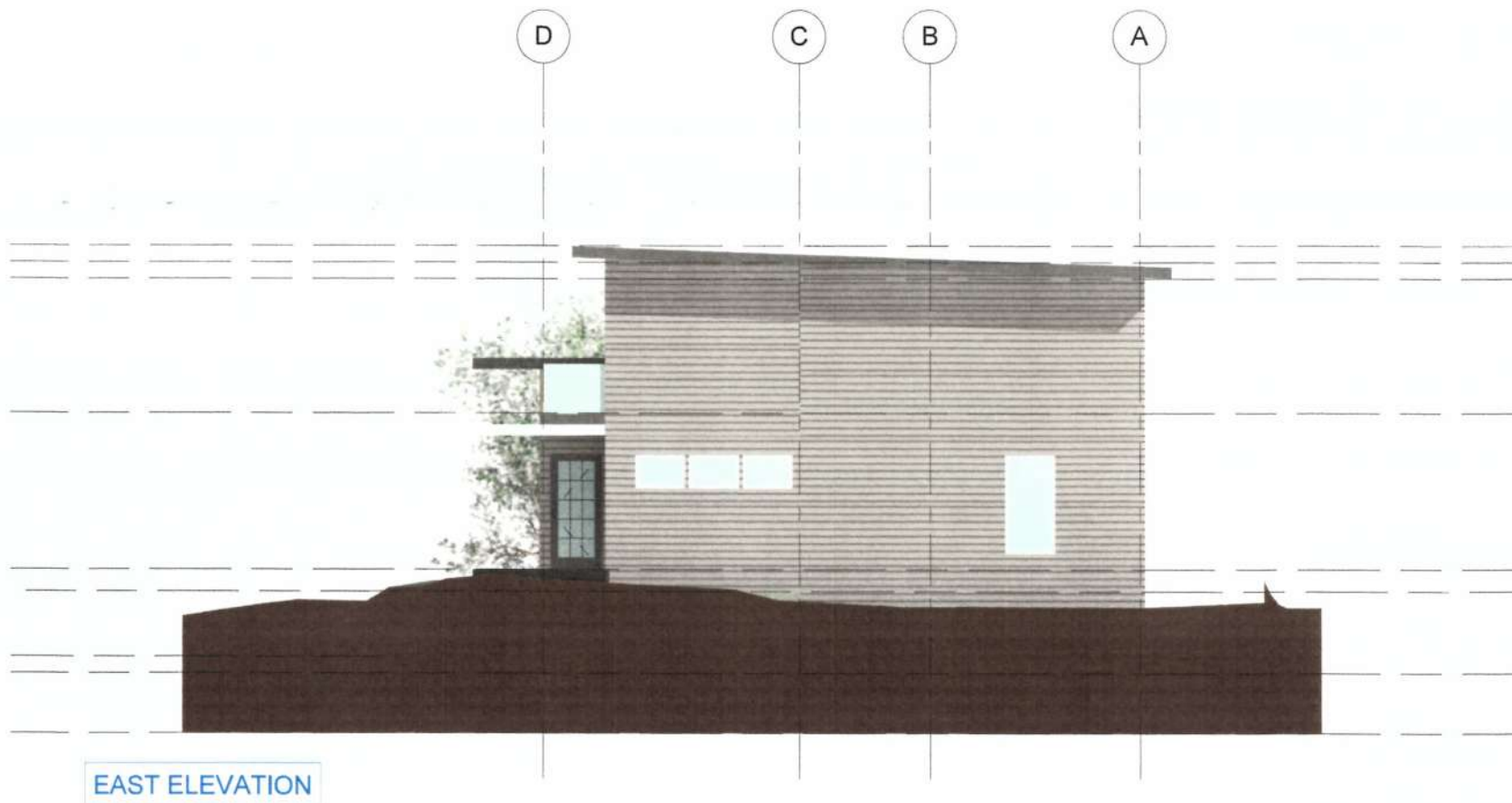




SOUTH ELEVATION



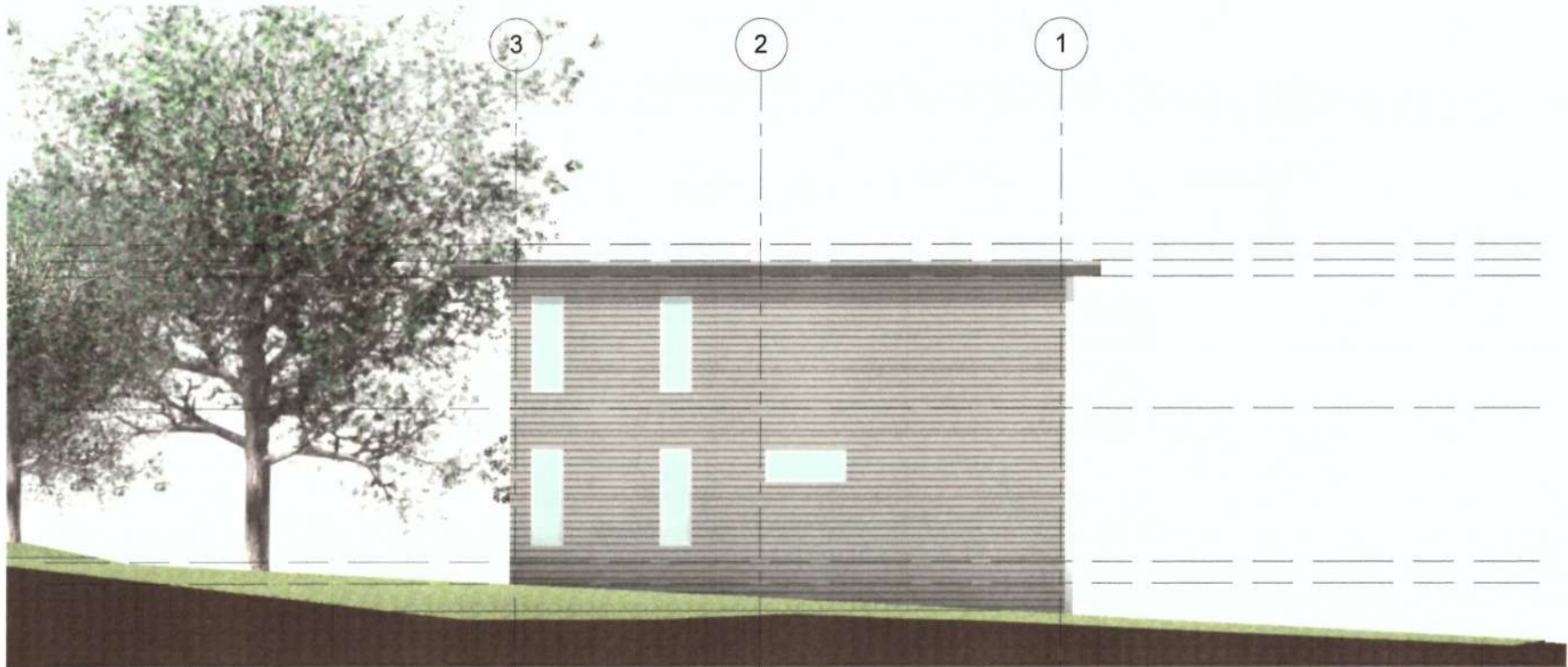
R1-G ZONE SUB-DIVISION APPLICATION FOR
931 REDFERN STREET
A105 05/23/18



EAST ELEVATION



R1-G ZONE SUB-DIVISION APPLICATION FOR
931 REDFERN STREET
A106 05/23/18



NORTH ELEVATION



R1-G ZONE SUB-DIVISION APPLICATION FOR
931 REDFERN STREET
A107 05/23/18



Room Legend

- BATHROOM
- KITCHEN & DINING AREA
- LIVING ROOM
- PANTRY
- ST.
- SUITE
- TV ROOM
- WASHRM

TOTAL MAIN FLOOR AREA (137 SQM)
1 BEDROOM SUITE AREA (34.4 SQM)



R1-G ZONE SUB-DIVISION APPLICATION FOR
931 REDFERN STREET
B101 05/23/18

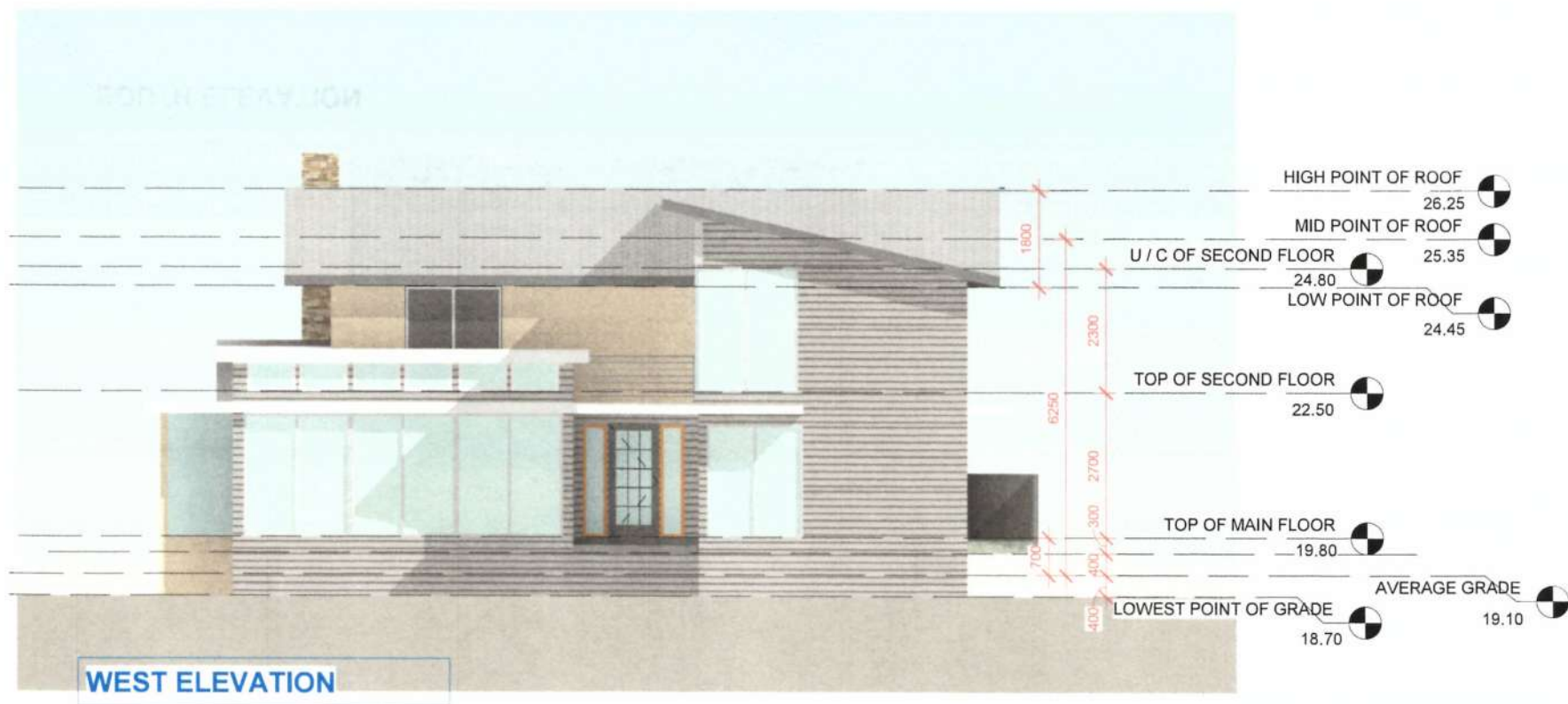


Room Legend

- BATHROOM
- BEDROOM 2
- BEDROOM 3
- BEDROOM 4
- HALL WAY
- LAUN.
- MASTER BEDROOM
- ST.
- SUITE
- TV ROOM
- WIC



**R1-G ZONE SUB-DIVISION APPLICATION FOR
931 REDFERN STREET
B102 05/23/18**

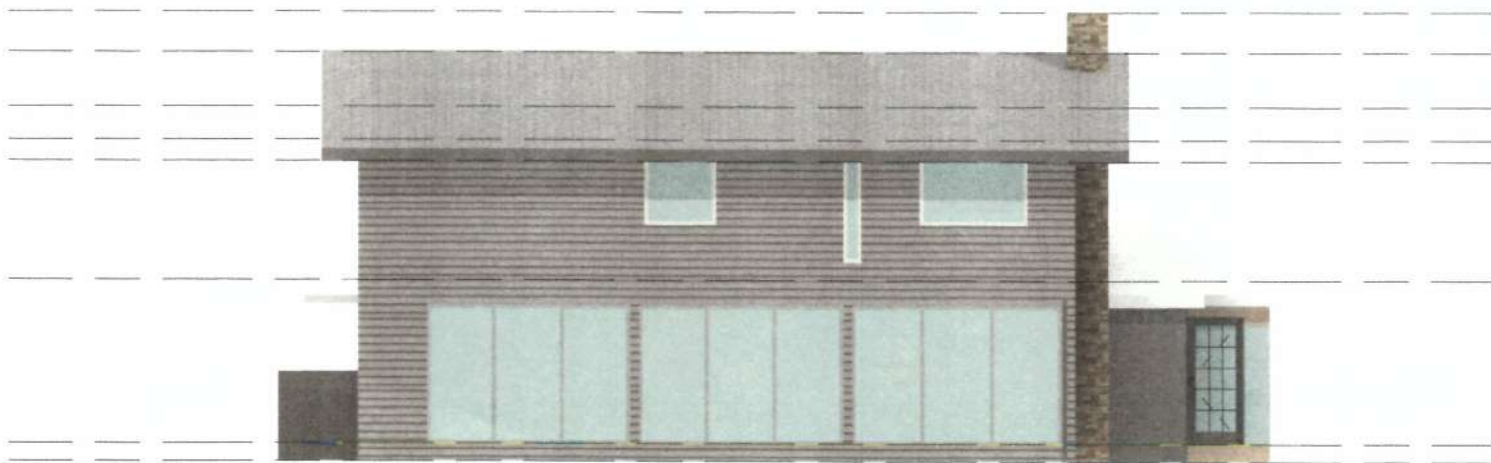




SOUTH ELEVATION



**R1-G ZONE SUB-DIVISION APPLICATION FOR
931 REDFERN STREET
B104 05/23/18**



EAST ELEVATION

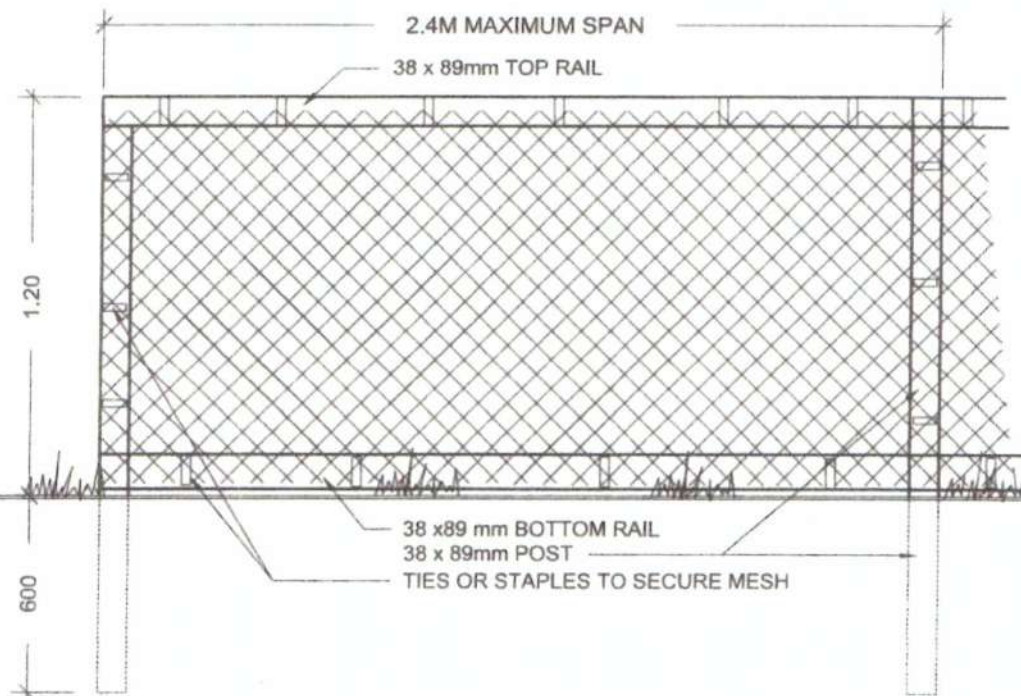




NORTH ELEVATION



R1-G ZONE SUB-DIVISION APPLICATION FOR
931 REDFERN STREET
B106 05/23/18



TREE PROTECTION FENCING
 FENCE WILL BE CONTRUCTED USING
 38 X 89 mm (2"X4") WOOD FRAME:
 TOP, BOTTOM AND POSTS. *
 USE ORANGE SNOW-FENCING MESH AND
 SECURE TO THE WOOD FRAME WITH
 "ZIP" TIES OR GALVANZIED STAPLES

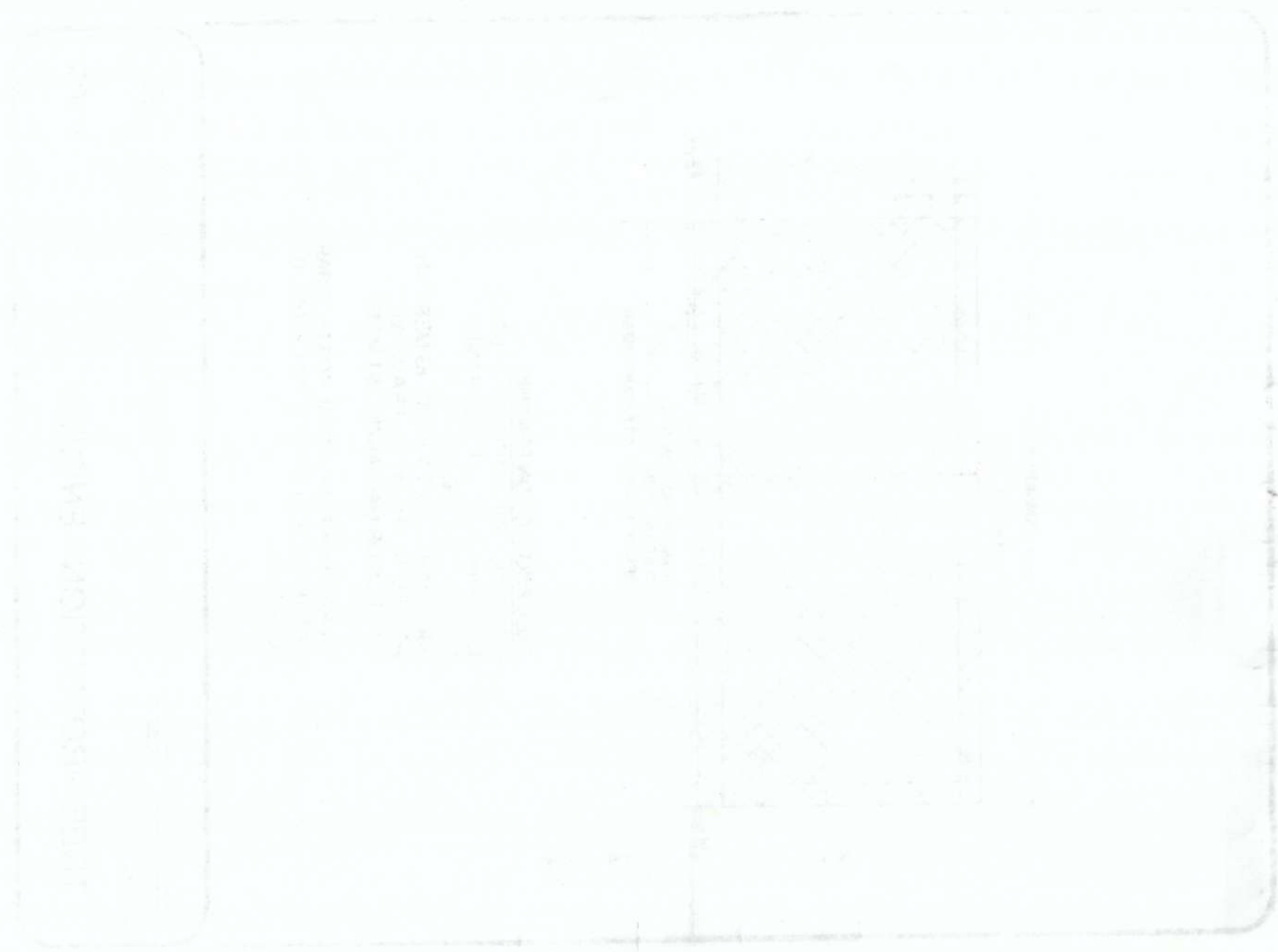
* IN ROCKY AREAS, METAL POSTS (T-BAR
 OR REBAR) DRILLED INTO ROCK WILL BE
 ACCEPTED

DETAIL NAME:

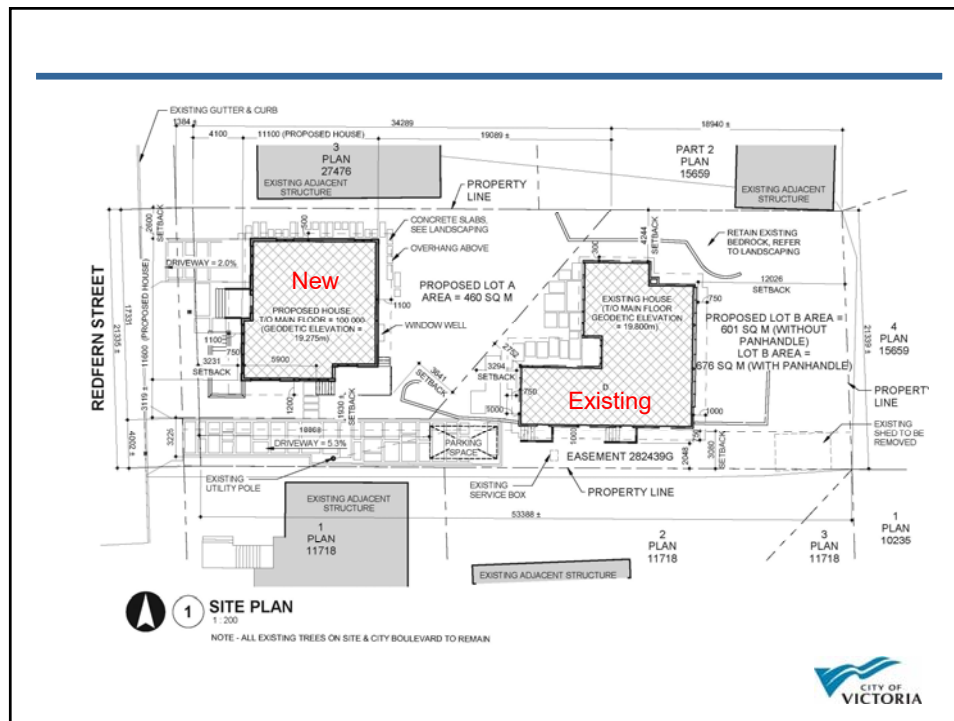
TREE PROTECTION FENCING

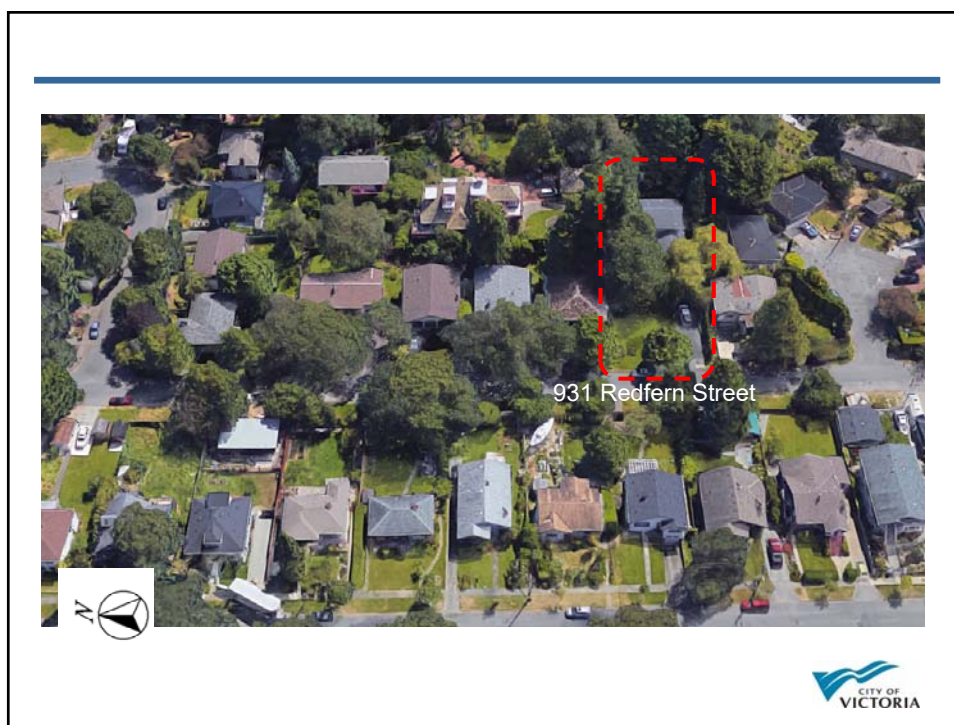
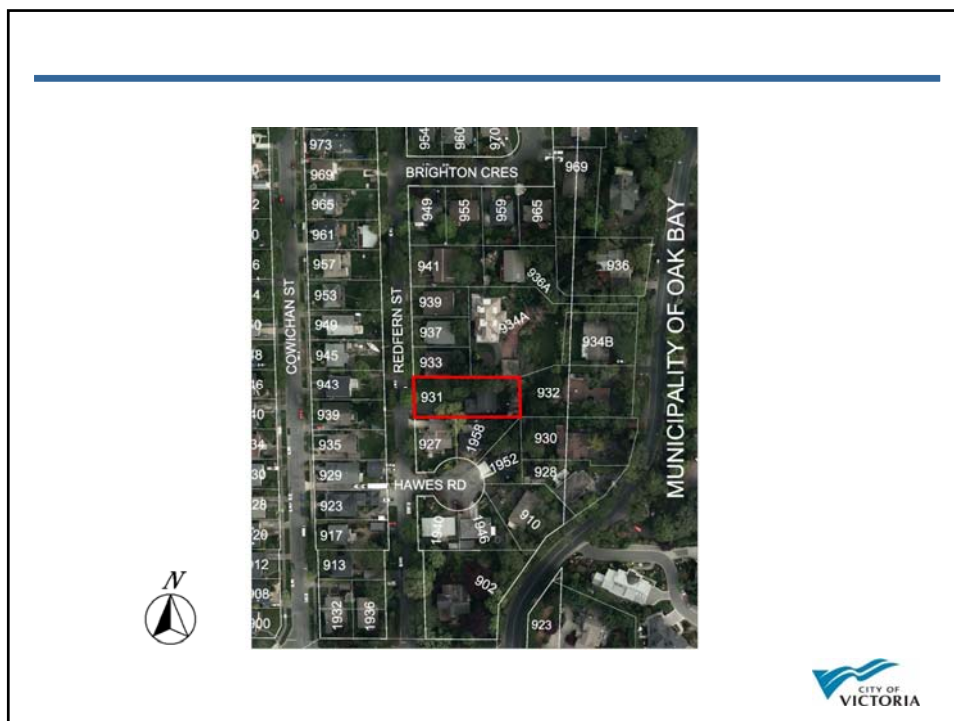
DATE: Oct 30/07
 DRAWN: DM
 APP'D: RR
 SCALE: N.T.S.

E105
 DRAWING



Development Permit with Variances Application + Development Variance Permit Application for 931 Redfern Street





Subject Site



931 Redfern Street



Subject Site



931 Redfern Street



Subject Site



931 Redfern Street



Subject Site



931 Redfern Street – Front Yard



Subject Site



Rear Yard - Looking North West



Rear Yard - Looking North



Rear Yard - Looking South East



Rear Yard - Looking East

Context



Redfern Street Looking North

Context



Redfern Street Looking South



Context



North Side of Subject Site – Redfern Street



Context



South Side of Subject Site – Redfern Street



Context



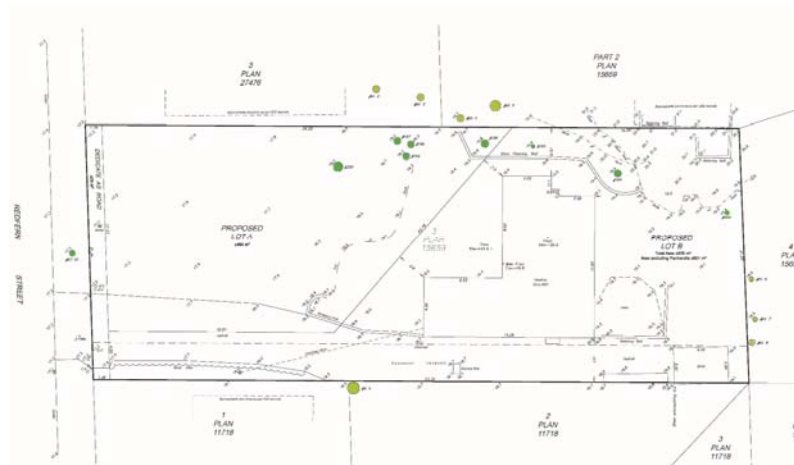
Across the Street – Redfern Street



Development Permit with Variances Application (Subdivision and Panhandle Lot)

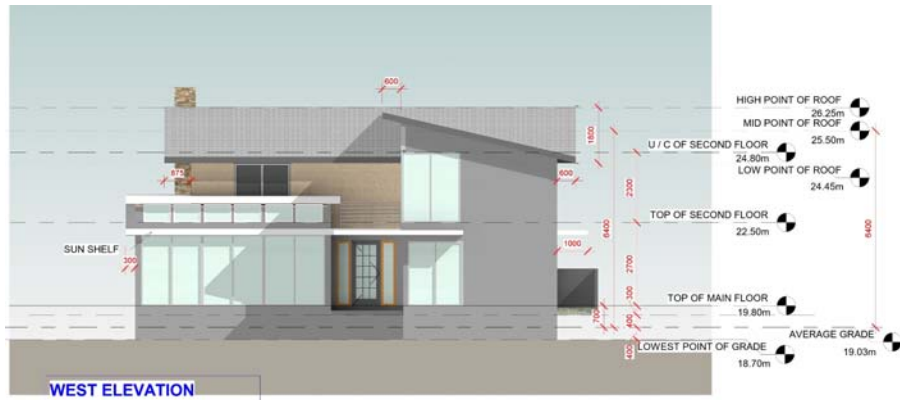


Subdivision Plan



Front Elevation

Panhandle Lot



Rear Elevation

Panhandle Lot



Side Elevation

Panhandle Lot



Side Elevation

Panhandle Lot



Context Massing



SOUTHWEST STREET PERSPECTIVE



Context Massing



NORTHWEST STREET PERSPECTIVE



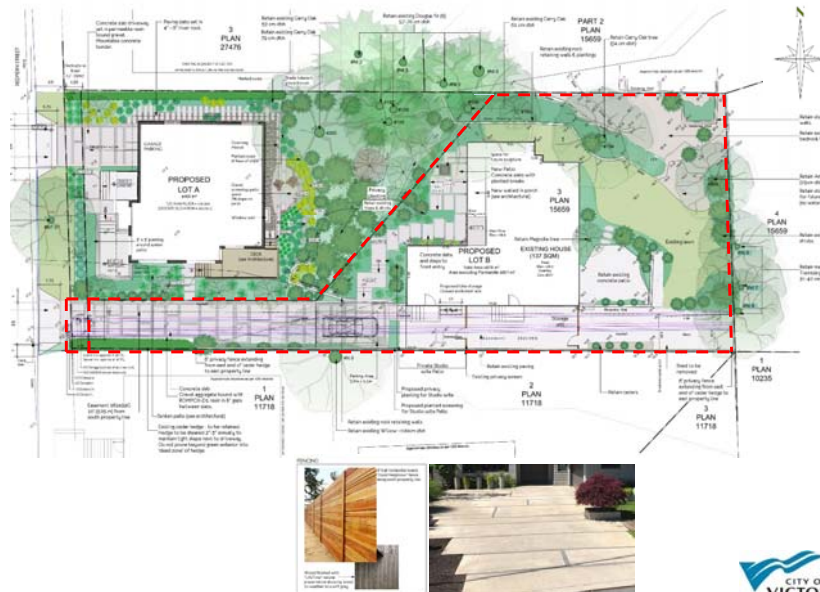
Context Massing



STREETScape



Landscape Plan



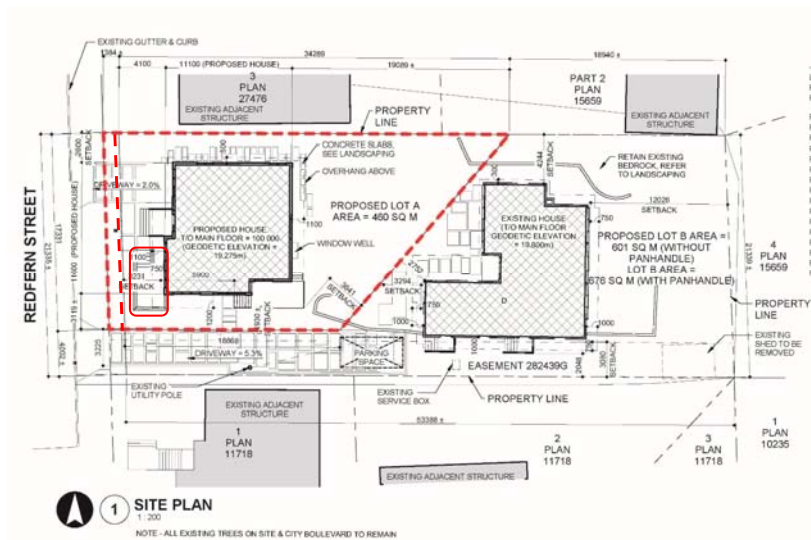
Development Variances Permit Application

(Front Lot)



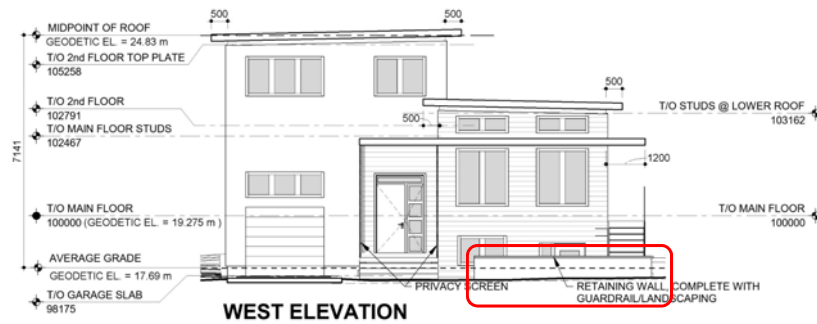
Site Plan

Front Lot



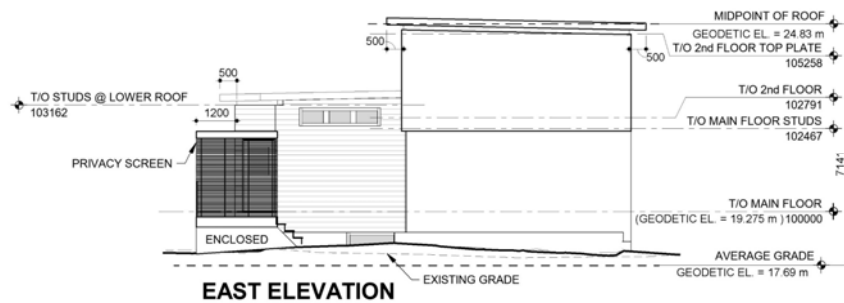
Front Elevation

Front Lot



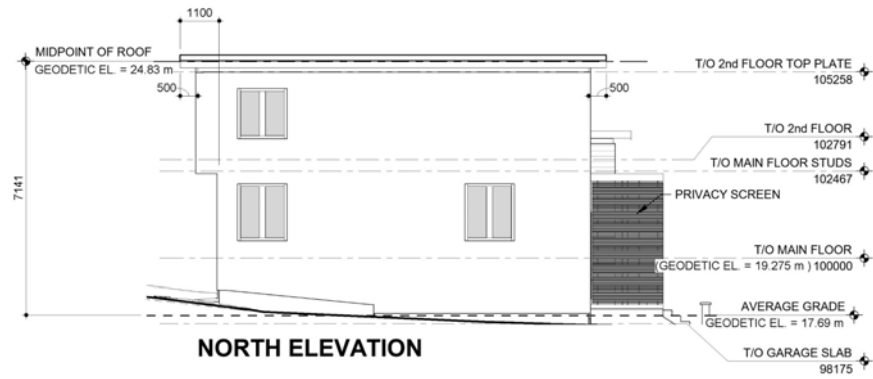
Rear Elevation

Front Lot



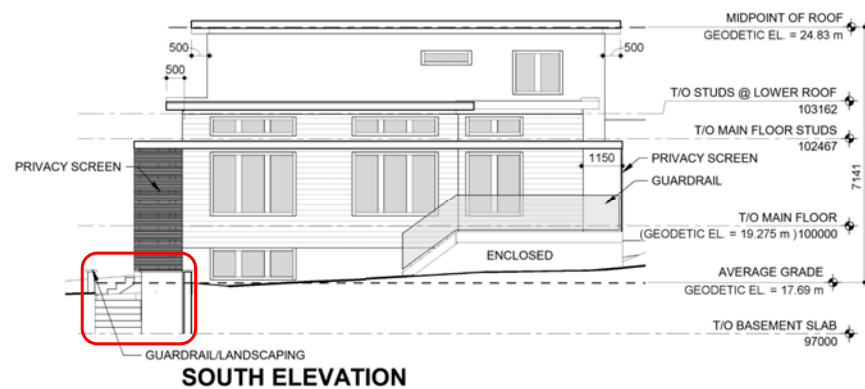
Side Elevation

Front Lot

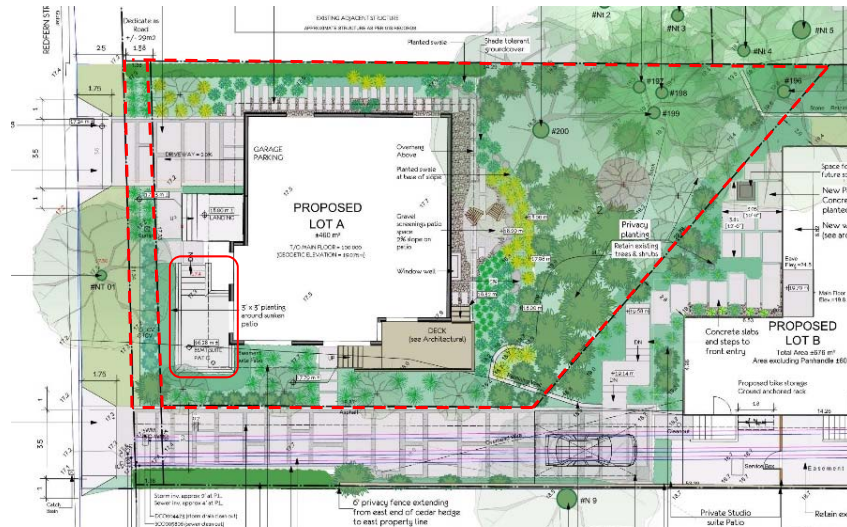


Side Elevation

Front Lot



Landscape Plan



Recommendation

- 1) That Council, after giving notice and allowing an opportunity for public comment at a meeting of Council, consider the following motion:

"That Council authorize the issuance of Development Permit with Variances Application No. 00082 for 931 Redfern Street for the subdivision of the property to create a panhandle lot and renovate the existing house in accordance with:

1. Plans date stamped December 18, 2018.
2. Development meeting all *Zoning Regulation Bylaw* requirements, except for the following variances:
 - i. increase the maximum building height from 5.0m and 1 storey to 6.4m and 2 storeys
 - ii. reduce the minimum front setback from 7.5m to 0.0m
 - iii. reduce the minimum non-habitable south side building setback from 4.0m to 2.05m and the habitable south side building setback from 7.5m to 3.08m
 - iv. reduce the minimum habitable north side building setback from 7.5m to 4.24m
 - v. increase the maximum eave projections into setbacks from 0.75m to 1.0m.
3. The Development Permit with Variances lapsing two years from the date of this resolution."

- 2) At the same meeting that Development Permit with Variances Application No. 00082 is considered, if it is approved, and subject to revisions to reduce the protrusion of the secondary suite stairwell and below-grade outdoor amenity area into the front yard setback to the satisfaction of the Director of Sustainable Planning and Community Development, that Council consider the following motion

"That Council authorize the issuance of Development Variance Permit Application No. 00218 for 931 Redfern Street in accordance with:

1. Plans date stamped December 18, 2018.
2. Development meeting all *Zoning Regulation Bylaw* requirements, except for the following variances:
 - i. reduce the minimum front setback from 7.5m to 3.23m
 - ii. reduce the minimum rear setback from 9.1m to 3.64m
 - iii. reduce the minimum south side setback from 2.6m to 1.93m
 - iv. reduce the combined side yards setback from 5.4m to 4.53m
 - v. increase the maximum eave projections into setbacks from 0.75m to 1.1m.
3. The Development Variance Permit lapsing two years from the date of this resolution."

Floor Plan – Main

Panhandle Lot



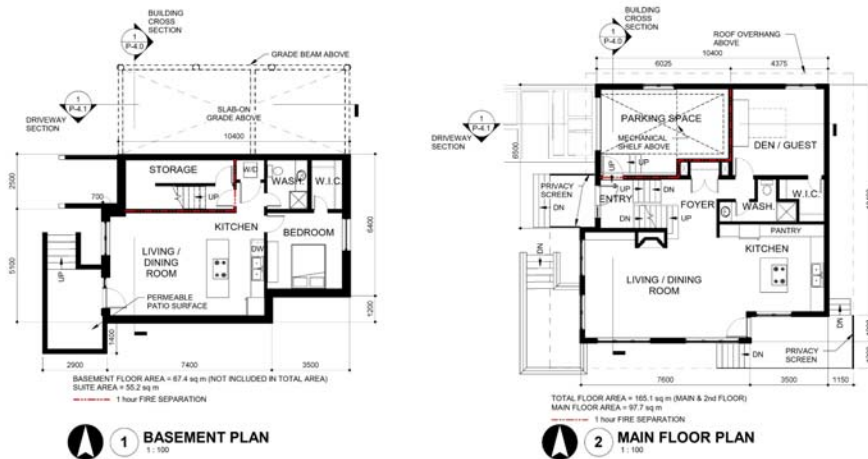
Floor Plan – Second

Panhandle Lot



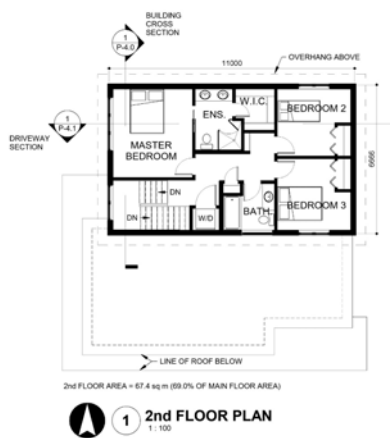
Floor Plan – Basement + Main

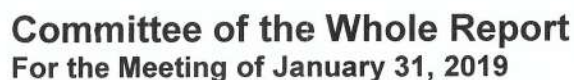
Front Lot



Floor Plan – Second

Front Lot





170

EXECUTIVE SUMMARY

The purpose of this report is to seek a Council resolution, in accordance with the requirements of the *Liquor Control and Licensing Act*, regarding an application by Hudson Brew Corp. to add a Lounge Endorsement to each of the Manufacturer's Licences and having hours of operation from 9:00 am to 12:00 am daily with an occupant load of 358 persons at 785 Caledonia Avenue. The application has been reviewed by City staff including Planning, Engineering, Business and Community Relations, Bylaw, and Police. In addition, a public notification process has been conducted, as required by the Liquor Licence Policy, to allow individuals and the community to share comments through written correspondence. The application has been reviewed against technical policy, inputs provided by City staff, and through the public notification process. The proposal has also been considered in the context of the local vicinity and the City as a whole, all of which are reflected in this report and the resulting recommendation.

The Hudson Brew Corps.' application to add a Lounge Endorsement to each of the Manufacturer's Licences and having hours of operation from 9:00 am to 12:00 am daily and an occupant load of 358 persons is not in conflict with the City's current Liquor License Policy. Staff have not identified any technical rationale to oppose the application and the Opportunity for Public Comment has resulted in limited opposition. The Police, Bylaw and Business and Community Relations departments have identified the relationship between mixed-use developments and potential for creating noise related issues where tenancy is given to liquor related establishments. Opportunity for Public Comment included two letters in support of the application, and seven opposed, and no correspondence was received from the Community Association Land Use Committee.

The applicant had initially requested daily hours from 9:00 am to 1:30 am, and in respect of staff comments, the applicant voluntarily adjusted the daily hours from 9:00 am to 12:00 am. Staff have recommended for Council's consideration that a resolution be made regarding the application, and that Council support the application to add a Lounge Endorsement to each of the Manufacturer's Licences and having hours of operation from 9:00 am to 12:00 am daily with an occupant load of 358 persons at 785 Caledonia Avenue.

PURPOSE

The purpose of this report is to seek Council resolution, in accordance with the requirements of the *Liquor Control and Licensing Act* (the Act), regarding an application by Hudson Brew Corp. to have a lounge endorsement added to each of their two manufacturing licenses and having hours of operation from 9:00 am to 12:00 am daily with an occupant load of 358 persons.

The letter of intent provided in conjunction with the application is included as Appendix B.

BACKGROUND

The Liquor and Cannabis Regulations Branch (LCRB), formerly the Liquor Control and Licensing Branch (LCLB), issues liquor licences under the authority of the *Liquor Control and Licensing Act* and regulations. LCRB determines the category of licence appropriate for the business based on submitted details. In the case of Hudson Brew Corp., the establishment will have two manufacturing licences, one for the manufacturing of spirits and the other for the manufacturing of brewed beverages. The manufacture licences with lounge endorsements are the appropriate licences for the proposed business model, and while they are not a food primary, licence conditions do require that food is available while open. The manufacturing licence component of an application is not referred to local governments; however, lounge endorsement applications are. At a minimum, the manufacturing component can be approved with no input from the local government.

With regard to the applications for lounge endorsements on each manufacturing licence at Hudson Brew Corp., the local government is asked to provide comments and recommendations to the LCRB regarding:

1. The impact of noise on nearby residents.
2. Impact on the community if the application is approved.

A map of the subject property and the immediate area is attached to this report (Appendix B) and illustrates the 100m public notification area targeted for comment.

As noted above, this application is to permit a lounge endorsement for each of the two manufacturing licenses and having hours of operation from 9:00 am to 12:00 am daily with an occupant load of 358 persons. The Liquor and Cannabis Regulations Branch is requesting a resolution from the City of Victoria regarding the application and the review criteria noted above.

ISSUES & ANALYSIS

The following sections will identify the key issues and provide analysis for Council's consideration:

Zoning

The site is zoned for a Brew-Pub, which is defined as facilities used for the consumption of beer, spirits, wine or other alcoholic beverages that are produced and manufactured on the premises and which may be provided in combination with Food and Beverage Service or Retail Trade. The zone places no restrictions on occupant loads or hours of operation. The production and manufacturing area for a Brew Pub (beer, spirits, wine) must not be located above the first-storey of a building and is not permitted within 6m of the wall of any building that abuts a street or pedestrian walkway, except where the Brew Pub (beer, spirits, wine) is provided in conjunction with Retail Trade or Food and Beverage Service. Production capacity is limited to not more than 35% of the first-storey floor area of a Brew Pub (beer, spirits, wine) for the purpose production and manufacturing of beer, spirits, wine and other alcoholic beverages.

Compliance is demonstrated through an application for a building permit and the resulting construction is verified for compliance through a City inspection process related to the issued building permit.

Noise Bylaw

The City's Noise Bylaw sets forth limits on four key areas within the City which are the Quiet District, Intermediate District, Harbour Intermediate and Activity District. The Hudson Brew Corp. is within the Intermediate Noise District and limited to 60 dBA at the point of reception during daytime hours which end at 10:00 pm. During nighttime hours, noise at the point of reception received is limited to 50dBA in Quiet districts, 55dBA in the Harbour Intermediate and Intermediate districts and 65 dBA in the Activity district. 50dBA is comparable to rainfall, light traffic or a refrigerator; 60dBA is comparable to conversational speech or an air conditioner. Where issues of non-compliance exist, Bylaw Officers and Police have authority to order compliance.

The City of Victoria Noise District Map is included for reference (Appendix C).

Vicinity and Municipal Impacts

Predictability of noise related issues or other community impacts, negative or positive in effect, is challenging due to several variable factors. The business model, target clientele, the quality of the owner/operator, existing density of licenced capacity in the area, hours of service, demographics, and fluctuating populations due to tourism, factor into predicting the likelihood of noise related issues and impacts on the community.

Consideration of those factors can assist a municipality to predict negative aspects associated with licenced establishments. The factors considered with the approval of an application change over the life of a licenced establishment. When factors change, and if unanticipated issues arise, the course of action to re-establish compliance related to noise and other aspects is to use tools of enforcement including LCRB enforcement which ensures responsible and appropriate service as required by the terms of the licence with LCRB. The Noise Bylaw can be enforced to bring an establishment into compliance, and police have authority to bring an establishment back into compliance where issues are more complex.

The Hudson Brew Corp.'s application has been considered with regard to the impact it would have on the community and its potential to generate noise related issues. The impact has been considered in terms of the vicinity and within the city as a whole. The category of licence required by the Hudson Brew Corp. for their operational concept is a Manufacturer's Licence with Lounge Endorsement. This type of licence carries a requirement that manufacturers must provide, at a minimum, a variety of hot or cold snacks and non-alcoholic beverages during all hours of operation. The establishment is neither a Liquor Primary nor Food Primary establishment but has been compared to both to illustrate the impact it is likely to have on the local vicinity.

Vicinity Analysis – Licenced Occupant Load and % Increase							
	Hudson Brew Corp Seating	Existing Liquor Primary Seats	Increase in Seat Capacity	Existing Food Primary Seats	Increase in Seat Capacity	All Existing Seats	Increase in Seat Capacity
9:00 AM	358	9,338	3.8%	383	93.5%	9,721	3.7%
12:00 AM	358	14,708	2.4%	948	37.8%	15,656	2.3%
City Wide Analysis							
	Hudson Brew Corp Seating	Existing Liquor Primary Seats	Increase in Seat Capacity	Existing Food Primary Seats	Increase in Seat Capacity	All Existing Seats	Increase in Seat Capacity
9:00 AM	358	13,102	2.2%	24,978	1.4%	41,080	0.9%
12:00 AM	358	41,208	0.9%	54,312	0.7%	95,520	0.4%

The local vicinity and the city as a whole have been considered in terms of impact related to occupant load and hours of operation. The application is seen to be modest in terms of existing licence capacity, and if approved, represents a 2.3% increase to licenced capacity in the evening hours within the vicinity, and an increase of 0.4% city wide. Vicinity information is attached as Appendix D.

The applicant had originally sought closing hours of 1:30 am, but after considering hours of other establishments in the area, the application was amended to propose a 12:00 am closing time which is common to the majority of licenced establishments in the vicinity. This application contributes in terms of licenced capacity to the vicinity and the city but does not contribute in terms of extending hours beyond that which is common to the area.

City Liquor Licensing Policy

The City's Liquor Licensing Policy directs staff to consider applications for liquor licences having hours of operation not later than 2:00 am. The applicable Council Policy is attached to this report (Appendix E).

The hours of licensed service proposed in this application are within the parameters of the policy.

City Referrals

An interdepartmental review of the project has been undertaken by City staff. The interdepartmental review includes circulation to the Planning, Engineering, Business and Community Relations, Bylaw, and Police departments. The review has resulted in the following feedback, and in response to that feedback, the applicant has revised closing hours from 1:30 am to 12:00 am to minimize the impact of concerns identified by staff.

Planning

- The application is supportable as the site is within the Central Business District which envisions commercial employment uses and the establishment is zoned appropriately. It meets the floor area limitations for production areas associated with the use. The development is a mixed-use building with residential uses and commercial uses at street level.

Engineering

- Transportation related noise impacts or general community impact are not anticipated.

Business and Community Relations

- The Business and Community Relations Department identified the potential issues associated with mixed-use arrangements: hours of operation were encouraged to be in keeping with normalized hours within the area to minimize impacts associated with the establishment's proximity to densified residential occupancies; patios were noted to have more potential to cause noise related impacts to the overall development.

Bylaw

- The Bylaw Department identified that, in general, mixed-use development would have a higher potential for noise related issues.

Police

- The Police Department identified the establishment's location in a mixed-use development and its proximity to densified residences. Police recommend that the establishment has closing hours of 11:00 pm Friday and Saturday and 10:00 pm Sunday through Thursday with the patio closing daily at 10:00 pm or earlier daily. Full Police comments attached separately as Appendix F.

The applicant has voluntarily revised closing hours from 1:30 am to 12:00 am in response to the staff comments. While staff was not consistent with recommended closing times, from a provincial perspective relative to Food Primary establishments, midnight can be considered as normal or expected. LCRB's Food Primary licence category, regardless of occupant load, is not referred to local government for consideration of impacts unless the closing hours are past midnight. This is recognized as a baseline for potential impact associated with the establishment as any Food Primary establishment could occupy the space with no limitations on occupant loads (capacity) and without consideration by local government where hours do not extend beyond midnight.

Community Consultation

In accordance with the City's Liquor Licensing Fee Bylaw and Liquor Licensing Policy, all property owners and occupiers within 100 metres of the applicant's location were solicited by a mailed notice to provide input regarding this application. In addition, Hudson Brew Corp. displayed a notice poster at the entrance for 30 days which invited people to provide input to the City with respect to this application.

A total of nine letters were received, two in support of the application and seven expressing concern or opposition. Concerns were similar in nature to those expressed by staff and focused on potential for issues due to the nature of the development, as well as, existing circumstances associated with the arena and other establishments in the area. Individuals also expressed concern for the development in general. The letters are available in Appendix G.

Applicant Response

As is standard practice, as a part of the liquor licence process, after City staff gives input the applicant has a chance to review the information (and this report) and respond prior to the report being forwarded to Council. After the applicant reviewed City staff comments, the applicant chose to provide additional correspondence related to the staff review. The correspondence received addresses areas of concern brought forward by staff and serves to reinforce the business model's compatibility with the area. The applicant has also included an additional letter of support; both letters are included in Appendix H.

In summary, after conducting a review with respect to noise and community impacts and soliciting community views regarding Hudson Brew Corp.'s application to have a lounge endorsement added to each of their two manufacturing licenses, and having hours of operation for the lounge from 9:00 am to 12:00 am daily with an occupant load of 358 persons, it is considered that the proposal is consistent with current City policy. Therefore, staff recommend that Council consider directing staff to notify the Liquor Licensing Agency that Council supports the application for the addition of lounge endorsements to each of the manufacturing licenses.

IMPACTS

Accessibility Impact Statement

None

Strategic Plan 2015 – 2018

The recommendation to support the application is likely to increase the business viability of the pub, which is consistent with Strategic Plan Objective #5 - *Create Prosperity Through Economic Development*.

Impacts to Financial Plan

None

Official Community Plan

The existing and proposed uses of the lounge endorsement and manufacturing license are consistent with the *Official Community Plan* (2012) objectives for this neighbourhood.


CONCLUSIONS

The application to add lounge endorsements to each of Hudson Brew Corp's two manufacturing licenses and having hours of operation for the lounge from 9:00 am to 12:00 am daily and an occupant load of 358 persons is not in conflict with the City's current liquor licensing policy. Potential impacts related to noise are expected to be proportional based on existing capacity in the vicinity and within the city, and since the establishment has proposed hours common to others in the area, the impact is predicted to be minimal. The site is appropriately zoned for the use and hours of operation are consistent with others in the area; therefore, staff recommend for Council's consideration that a resolution be made regarding the application and that Council support the application for lounge endorsements for Hudson Brew Corp., o/a Hudson Taphouse and Grill Brewery and Distillery

ALTERNATE MOTION (No Support)

That Council, after conducting a review with respect to noise and community impacts regarding the application to add lounge endorsements to the manufacturing licences of Hudson Brew Corp., o/a Hudson Taphouse and Grill Brewery and Distillery, at 2010 Government Street, does not support the request for the amendment.

Respectfully submitted,



Ryan Morhart
Manager
Permits & Inspections



Andrea Hudson
Acting Director
Sustainable Planning & Community Dev.

Report accepted and recommended by the City Manager:



Date:

Jan 25, 2019

List of Attachments

- Appendix A: Rationale Letter
- Appendix B: Site Map
- Appendix C: Noise District Map
- Appendix D: Vicinity Map
- Appendix E: Council Policy
- Appendix F: Police Comments
- Appendix G: Public Response from 30 day posting
- Appendix H: Applicants Comments
- Appendix I: Provincial Liquor License Types



Experts in liquor licensing for the success of your business

**APPLICATION FOR A LOUNGE ENDORSEMENT
FOR A MANUFACTURING FACILITY**

**AT: HUDSON TAPHOUSE & GRILL BREWERY AND DISTILLERY
785 CALEDONIA AVENUE,
VICTORIA, B.C.
V8T 0C2**

APPLICANT: HUDSON BREW CORP.

**LETTER OF INTENT
FOR AN APPLICATION FOR A LOUNGE ENDORSEMENT FOR A
MANUFACTURING FACILITY**

Submitted to:

**Liquor and Cannabis Regulation Branch
4th Floor – 645 Tye Road
Victoria, B.C. V9A 6X5
Tel: (250) 952-5787**

Submitted by:

**Rising Tide Consultants
1620 - 1130 West Pender Street,
Vancouver BC V6E 4A4
Tel: (604) 669-2928
Fax: (604) 669-2920**

www.risingtideconsultants.ca
1620-1130 West Pender Street, Vancouver, BC, V6E 4A4 604-669-2928

PRIMARY FOCUS OF THE BUSINESS

The Hudson Taphouse & Grill is proposed to be a dual manufacturing facility whereby both the brewery and distillery applied for, are proposed to have a lounge, tasting and retail endorsement on each license. The concept is open plan and all endorsements areas are to overlap.

The vision comes from a hospitality industry veteran, Grant Turner who owns and operates the Yates Street Taphouse. Mr. Turner has positioned the Hudson Brewery and distillery along Blanshard Street frontage of the newly constructed 15 story Hudson Walk Two rental tower in the City of Victoria.

The applicant's mission is to establish an image and position their product in order to generate recognition. Hudson Taphouse & Grill expects to position itself as a leading brewer/distiller in British Columbia by creating a destination in the heart of the Hudson District of Victoria. The Hudson District houses many offices in the area and people are excited about another establishment to go to for lunch or after work for food and beverages. The Save-on Foods Memorial Centre is situated nearby and there will be clientele seeking out a place to go for dinner and drinks if attending an event at the arena. Although it is estimated there will be 2,000 residents occupying the 900 units within the tower after completion, the applicant realizes resident clientele is not enough to sustain their business model, and is determined to create a gathering point for both locals and tourists. Victoria has a smart and educated beer and liquor populace that demands a breadth of selection and the applicant intends to be a small-batch brewer and distiller who can pivot to meet demand as needed. They will offer a boutique, artisan approach to all of their products.

Featuring massive windows facing the street, high ceilings in the brewhouse and glass walls, the space will feature a unique blend of West Coast décor and casual inviting brew pub ambiance. The multi-level facility is situated over 3 floors and is very much an open concept inviting model. Below is a breakdown of each levels intended use:

Main level: Guests walk directly into the lounge on main level. Here they will be able to choose from comfortable built-in banquettes, long table family style seating or smaller two tops to offer quaint and comfortable seating. The applicant is proposing two patio areas directly off the main level lounge. Patio 1 is to be located at the back of the facility adjacent to the retail and tasting space. Patio 2 is to be located directly at the front of the facility facing busy Blanshard Street. Both patios are proposed to be bound with glass railings to control patron access. They will also have dedicated staff for the areas, and clean sightlines from the interior liquor services bar through the large grade windows. This main level is the hub of the brewery's manufacturing operations. Guests will be able to watch the brewing and distilling processes right from their seats.

Lower Level: Guests can walk past the main liquor service bar and access a stairwell to the lower floor lounge. Here guests will find cozy built in booths along with two pool tables. They will also have the ability to watch the rest of the manufacturing plan operations for the brewery. There will be a liquor service bar on this level as noted on the floor plan to directly serve guests.

Upper Mezzanine: The upper mezzanine area is intended to be used as a tasting area where guests can book the space and learn about the products that are manufactured on site. To access the mezzanine, guests take the stairway directly adjacent to the retail and tasting area. There is no liquor service bar proposed at this level. The food and beverages would be delivered directly from wait staff from the main floor. This area may also serve as overflow for the lounge space.

Retail: The retail area is located on the main level towards the back of the facility, adjacent to the back patio. Guests can access the retail space either by way of the lounge or through the adjacent access door that leads into a common exterior area for surrounding walking traffic. The retail service area will have one point of sale till located on the service bar, as indicated by marked up drawings attached. The applicant wishes to also allow for growler fills and tastings to be conducted within this area.

The applicant is proposing a interior capacity of approximately 278 persons along with two patios totaling 80 persons and a total capacity of approximately 358 persons. The breakdown is as follows:

- Lower Area: 44 persons
- Main Level: 192 persons
- Mezzanine Tasting: 32 persons
- Retail/Tasting: 10 persons
- Patio 1: 50 persons
- Patio 2: 30 persons

HOURS OF OPERATION

The proposed hours of licensing for this liquor primary establishment are 9:00 a.m. to 1:30 a.m., 7 days per week.

FOOD SERVICE

The Hudson Taphouse & Grill will provide exceptional food and beverage service in a modern pub culture environment. The menu will pair craft beer and distilled product selections with fresh sustainable comfort food. They will have on their menu a full selection of appetizers and entrees that are a mix of hot and cold and that have been procured by Chef James Work.

ENTERTAINMENT

The entertainment in this establishment will include background music along with some live entertainment. From time to time a local musician or local DJ's will be featured. The Hudson Taphouse & Grill is proposing a dance area and have denoted the space on the floor plan. There will be TV monitors available for guests to enjoy seasonal sporting events and this will enhance the Hudson Taphouse & Grill focus of providing a comfortable atmosphere. Additionally, the applicant is proposing two pool tables to be positioned on the lower level for guests to enjoy.

COMPOSITION OF NEIGHBOURHOOD

This area's most prominent use is urban commercial and upcoming residential. Located in the Hudson District which is bordered by Fisgard, Douglas and Blanshard streets, the area is centered on the former Hudson's Bay Department Store, which was converted to a residential and ground floor commercial complex in 2009. Since then the district has grown to include the 12-storey, 120-unit Hudson Mews rental tower, the 16-storey, 178 unit Hudson Walk One rental tower, and nearing completion at the corner of Caledonia Avenue and Blanshard Street, the 15-storey, 106-unit Hudson Walk Two rental tower. Planned on the site of the former Hudson's Bay parkade are two additional residential towers (dubbed Hudson Place, one of which is destined to become the City of Victoria's tallest building at 24-storeys (or taller). Upon build-out the district will include approximately 900 residences.

The closest manufacturer licensed establishments are located as follows:

- Philips Brewing and Malting, 2010 Government St, Victoria, BC V8T 4P1, which is 609.52 m. away from this location; and
- Swans Brewery Pub & Hotel, 506 Pandora Ave, Victoria, BC V8W 1N6 which is 737.96 m. away from this location;

NOISE IN THE COMMUNITY

The applicant is an experienced operator, who has a well-established history with the Liquor Control and Licensing Branch. While it is the applicant's intent to have live music from time to time, the applicant will not permit the Hudson Taphouse & Grill to be detrimental to the area in anyway. The applicant has taken construction measures to ensure sound proofing to adjacent floors would not be transferred.

In addition to construction, the applicant must follow the City Victoria noise by-laws and ensure they are not a noise nuisance to surrounding neighbors. Additional measures such as evening security will also be in place to ensure disbursement of guests in the evenings is done in a safe and quiet manner. The applicant feels it is in their best interest to ensure no noise will negatively impact the surrounding community, as they are focused on attracting the surrounding residential community as their client base.

Based on the above noted information, the applicant feels their presence within the community will not create additional noise.

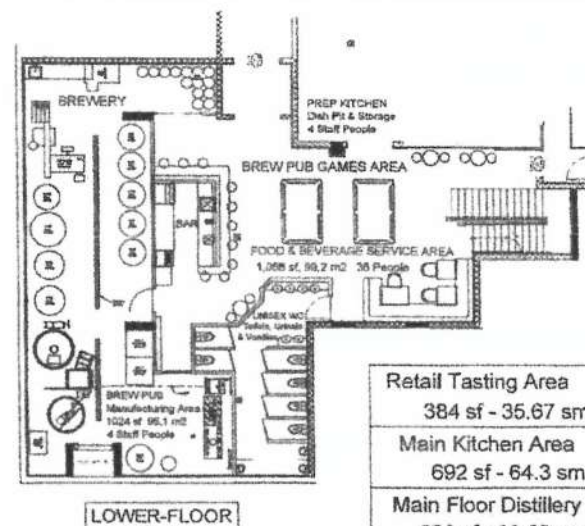
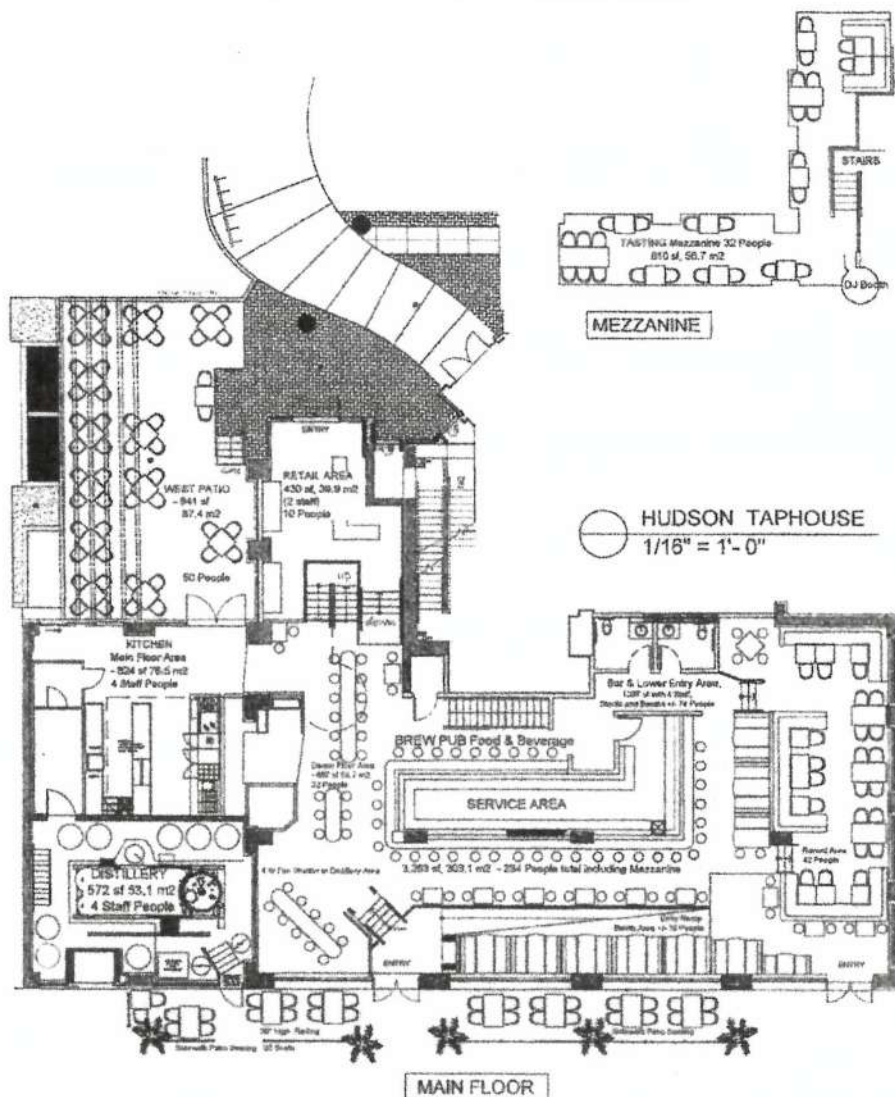
OTHER FACTORS

The applicant also submits the following additional factors for consideration:

- The size of the proposed venue is 278 persons in the interior plus 2 exterior patios totaling 80 persons;
- The proposed Brewery/Distillery will be a modern establishment with tasting, retail and lounge areas. The applicant is not proposing a nightclub;
- The applicant wishes to allow for minors if accompanied by a parent or guardian
- There will be extensive food service available and a commercial grade kitchen;
- Utilizing state-of-the-art micro brewing technology (designed for the purposes of enabling breweries to situate in mixed-use, residential and commercial areas) Key features are: mitigate odors and added soundproofing
- The applicant is an experienced operator running a liquor primary Taphouse nearby.
- The applicant wishes to be permitted to sell the products from this distillery and brewery in his other liquor primary establishment Liquor Primary # 044231

All of which is respectfully submitted this 24th day of September, 2018.

Rising Tide Consultants
1620-1130 West Pender Street
Vancouver BC V6E 4A4



Retail Tasting Area	10 People
384 sf - 35.67 sm	
Main Kitchen Area	4 People
692 sf - 64.3 sm	
Main Floor Distillery	4 People
688 sf - 63.92 sm	
Bar Area	74 People
1397 sf - 129.78 sm	
Entries / Ramp Area	36 People
1397 sf - 129.78 sm	
Raised Seating Area	42 People
618 sf - 57.41 sm	
Dance Flex Area	32 People
697 sf - 64.7 sm	
Tasting Mezz. Area	32 People
610 sf - 56.7 sm	
Total Main Floor & Mezzanine Area	234 People
Games Rm. Area	36 People
1,038 sf - 96.43 sm	Lwr Floor
Brewery / Prep Kitchen	8 People
1,014 sf - 94.2 sm	Lwr Floor
Total Lower Floor incl. Brewery / Kitchen Area	44 People
Patio Areas	80 People
950 sf - 88.25 sm	

DISCLAIMER:
It is the responsibility of the contractor to check and confirm all drawings, details and specifications prior to the commencement of any work and report any and all errors, omissions and discrepancies to the designer. In addition, all measurements must be confirmed on site.

Revisions

JC Scott eco Design
17 1/2 Fan Tan Alley, Victoria, BC V8W 3G9
P(250) 385-9545 F(250) 385-9575
E: jc@jscott.com W: www.jscott.com

PROJECT
Hudson Taphouse

TITLE
LCB Seating Plans

DATE
17 September 2018

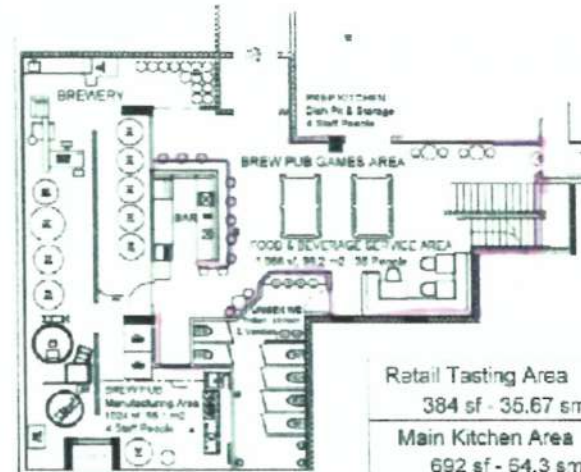
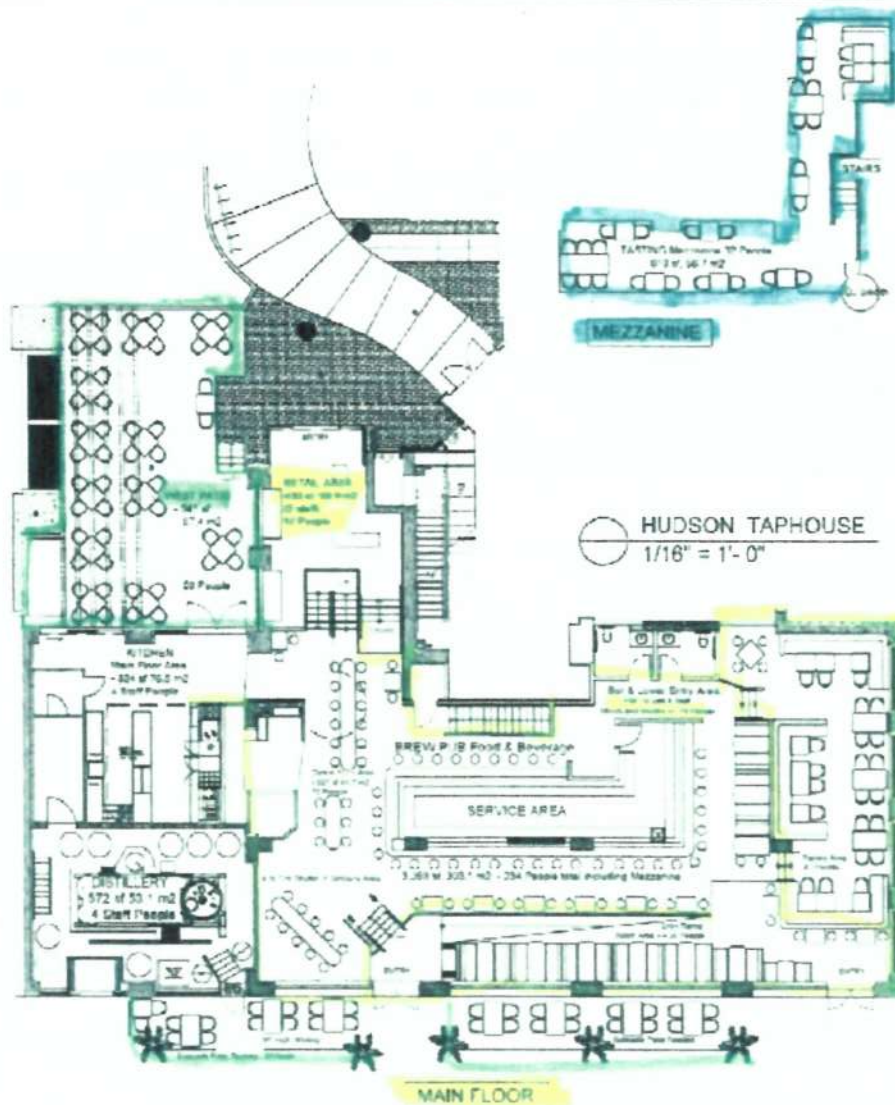
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1/16" = 1'-0"

DRAWN BY
JCS

CHECKED BY

DRAWING #
ID 1:01

Marked Up Floor Plan



Retail Tasting Area	10 People
384 sf - 35.67 sm	
Main Kitchen Area	4 People
692 sf - 64.3 sm	
Main Floor Distillery	4 People
688 sf - 63.92 sm	
Bar Area	74 People
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REVISIONS

JC Scott eco Design

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E: jcs@jcsco.com W: www.jcsco.com

PROJECT
Hudson Taphouse

TITLE
LBR Seating Plans

DATE
15 September 2018

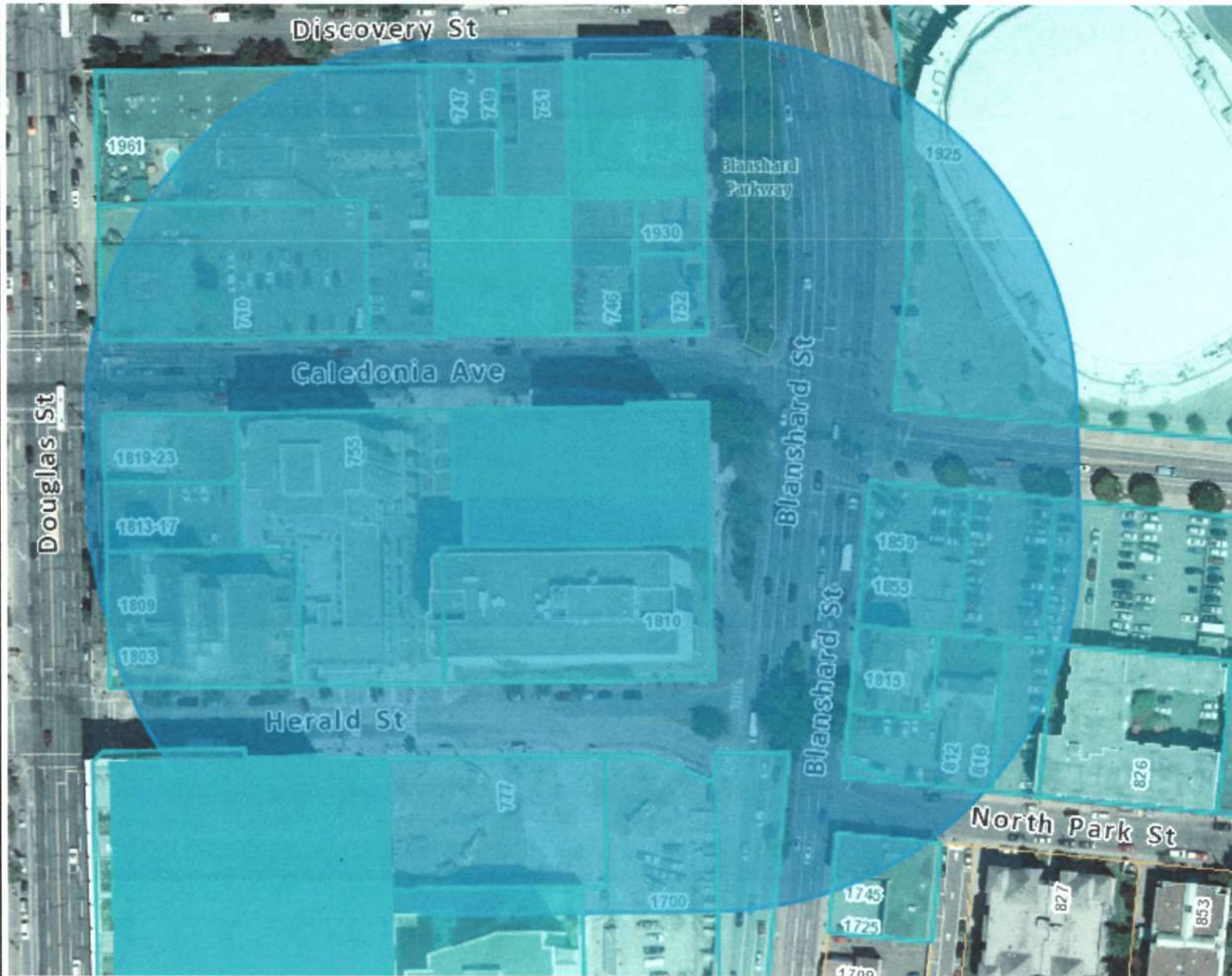
SCALE
1/16" = 1'-0"

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JCS

CHECKED BY

DRAWING #
ID 1:01

Patio areas
Mezzanine
Main level
Lower level



Legend

 Victoria Parcels

1: 1,583



Notes

100 metre public notification area

THIS MAP IS NOT TO BE USED FOR NAVIGATION

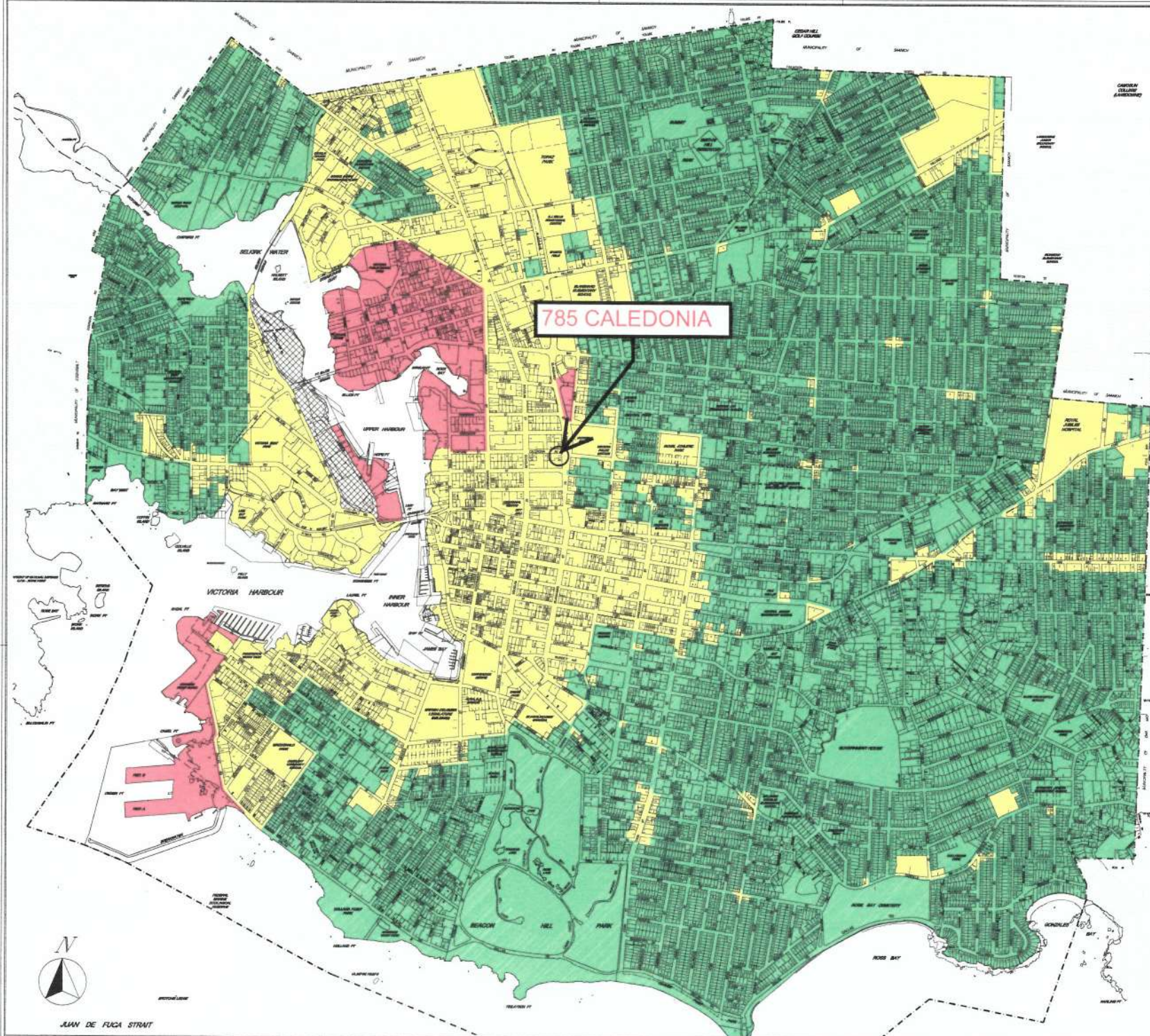
80 0 40 80 Meters

NAD_1983_CSRS_UTM_Zone_10N

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City of Victoria Noise District Map



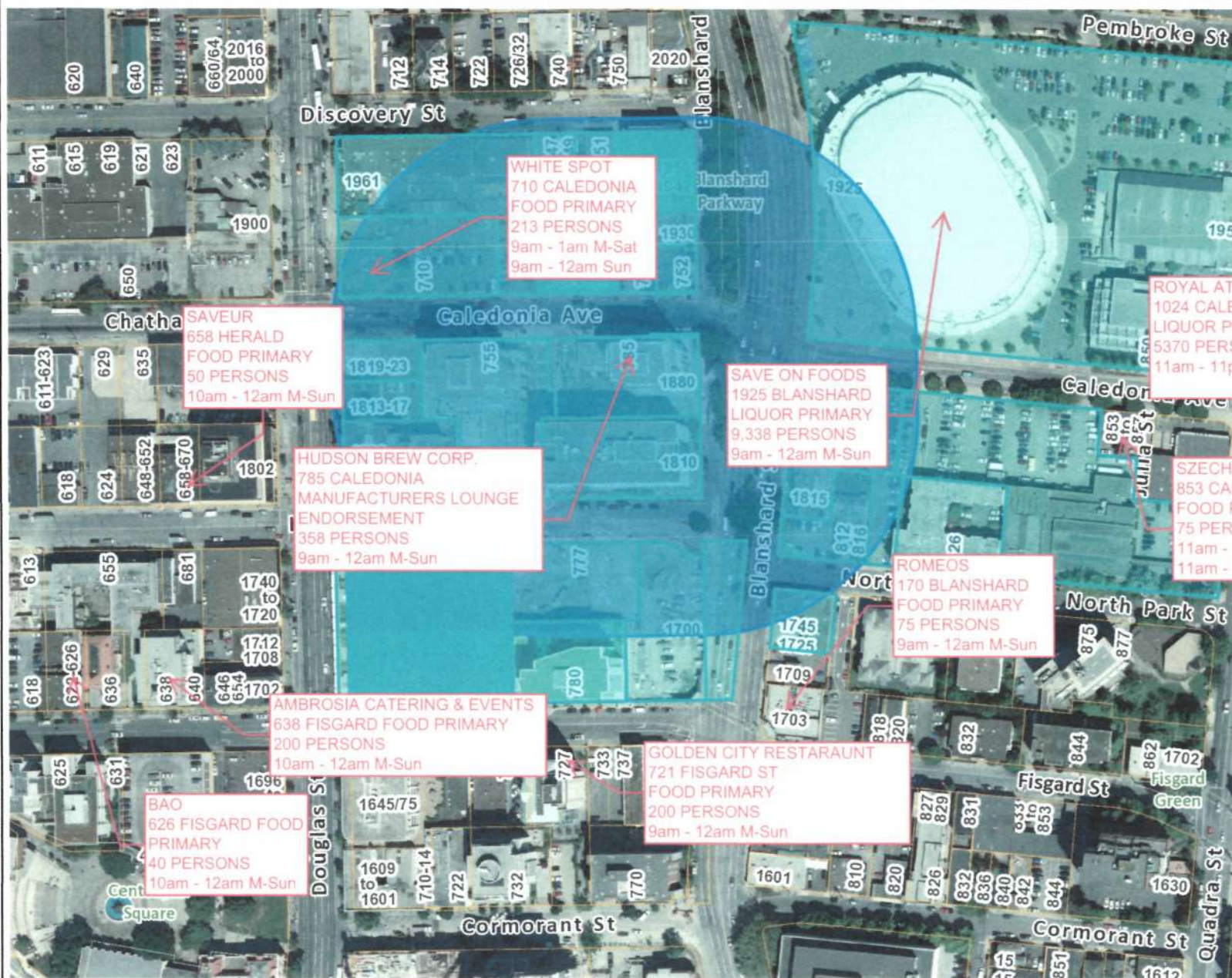
LEGEND

- Quiet District
- Intermediate District
- Harbour Intermediate District
- Activity District

Date: February 17, 2004

Scale: Not to Scale





Legend

Victoria Parcels

1: 2,676



Notes


136 0 68 136 Meters

NAD_1983_CSRS_UTM_Zone_10N

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THIS MAP IS NOT TO BE USED FOR NAVIGATION

	Liquor Licencing Policy	
	Page 1 of 2	
SUBJECT:	Liquor Licencing Policy	
PREPARED BY:	Sustainable Planning and Community Development	
AUTHORIZED BY:	City Council	
EFFECTIVE DATE:	October 12, 2017	
REVIEW FREQUENCY:	Every three years	REVISION DATE:

A. PURPOSE

The purpose of the City of Victoria's Liquor Licensing Policy is to provide direction to the following parties:

1. Liquor licence applicants on the process and fees associated with City of Victoria review of applications;
2. Liquor Control and Licencing Board (LCBC) on the types of applications that the City will opt-out of providing comment on; and
3. City staff on application review and public notification criteria for those types of liquor licence applications that require review by Council and opportunity for the public to comment.

B. POLICY STATEMENTS

1. This policy applies to liquor license applications in the City of Victoria.:
2. The city will opt out of the review and comment requirements for the following types of applications;
 - a. Liquor Primary with licensed service up to 10:00 pm and having an occupant load less than 31 persons.
 - b. Manufacturer with Lounge Endorsement, Special Event Area, or Picnic Area with licensed service up to 10:00 pm and having an occupant load less than 31 persons.
 - c. A temporary extension to hours of licensed service for all licence types up to 3:00 am on New Year's Eve.
 - d. The addition of an Entertainment Endorsement to any Food Primary with licensed service up to 12:00 am.
3. The City of Victoria generally does not approve the extension of liquor service past 2:00 am, with the exception of New Year's Eve, which allows for service up to 3:00 am. In extraordinary cases, the City may consider short term or one time provisions for allowing liquor service between 2:00 am and 9:00 am to accommodate international sporting or significant cultural events.

C. PROCEDURES

A business engaging in the manufacture, sale or service of liquor must have a City of Victoria Business License to lawfully conduct its businesses.

The provincial government, through the Liquor Control and Licencing Branch, is the first and last point of contact for businesses interested in applying for a liquor licence.

The application process and related fees will be made available to any business or member of the public through the internet or by request.

For any liquor applications where the City of Victoria has not opted out of providing comment, the following provisions apply:

1. Public notification for comment will be placed at the site for a period no less than 30 days.
2. The City will provide public notification through mailed notice to all residents and businesses within a 100 metre radius.
3. The City will provide notification to the applicable community association.
4. When providing comment on an application, the City will include comments on those aspects within the parameters set by LCLB which currently include:
 - a. Noise impacts in the immediate vicinity of the establishment;
 - b. Impact on the community if approved (including the location of the establishment and person capacity and hour of liquor service of the establishment)
 - c. Confirm that the establishment is being operated in a manner that is consistent with its primary purpose (only for food primary)

D. ENFORCEMENT POLICY

Businesses that have a history of non-compliance with local and provincial government bylaws and legislation or re-occurring nuisance issues may be subject to a Good Neighbour Agreement that will be reviewed along with the annual renewal of a business licence. Lack of adherence to this agreement may result in a business licence being revoked. This will be assessed by staff on a case by case basis.

E. REFERENCES

Business License Bylaw (89-071)
Land Use Procedures Bylaw (16-028)
Noise Bylaw (03-012)
Liquor Licensing Fee Bylaw (01-06)

F. REVISION HISTORY

None

Ryan Morhart

From: DoNotReply@escribemeetings.com on behalf of eSCRIBE Notification
<DoNotReply@escribemeetings.com>
Sent: Monday, June 18, 2018 3:15 PM
To: Ryan Morhart
Subject: eSCRIBE Task Alert: Motion Arising from the Motion to Postpone to the June 14, 2018 Committee of the Whole meeting the 1199 Government Street - Application for a Permanent Change to Hours of Service for a Food Primary License (0302087) Earl's Restaurant...

This is an automated task reminder from eScribe.

A Task has been assigned to you does not have a due date.

Meeting: **VCC_Jun14_2018**

Agenda Item: **Motion Arising from the Motion to Postpone to the June 14, 2018 Committee of the Whole meeting the 1199 Government Street - Application for a Permanent Change to Hours of Service for a Food Primary License (0302087) Earl's Restaurant (Downtown)**

Due Date: None

Task Description:

That Council direct staff that all future liquor licence applications include a letter from the Police Department attached to the report.

To view the task, please [click here](#).

Please complete the task as soon as possible. Thank you.

Ryan Morhart

From: Watson, Cliff [REDACTED]
Sent: Tuesday, October 23, 2018 4:08 PM
To: Ryan Morhart
Subject: RE: LL000274 Hudson Taphouse and Grill Brewery and Distillery Lounge Endorsements | 785 Caledonia Avenue

Good Afternoon,

We have reviewed the documentation provided by Rising Tide Consultants as it pertains to the application for Lounge Endorsement at Hudson Brewery, 785 Caledonia Ave.

VicPD has concerns about the applicants proposed hours of liquor service. The application notes 09:00am to 01:30 am Sunday through Saturday. (7 days per week)

The location is somewhat unique for such an application given the density of residential units directly above, and adjacent to the location. It is our understanding that there is a patio as part of this endeavor which could present additional challenges.

In comparing hours of operation for similar operations, and/or liquor licences in the area, most (if not all) are closing by 11:00pm. (some exceptions) However, the patios are certainly closed before the final closing hours. We would also recommend that the City speak up to the hours of outdoor liquor service.

Here are a few comparisons of hours of operation/liquor service:

Phillips Tasting Room (Government/Discovery) 12:00pm – 10:00pm (7 days/wk)

Spinnakers (Songhees, 308 Catherine St) - 11:00am – 11:00pm (7 days/wk)

Christie's Carriage House Pub (1739 Fort St) 11:00am – 11:00pm (Sun-Thu) (open until 12:00am Fri and Sat)

Swan's Pub (506 Pandora Ave) 11:00am – 1:00am (Mon-Sat) (open until 12:00am Sun)

**these hours were obtained through public websites etc, and it is possible that actual liquor licence hours could vary.*

To further compare, the proposed hours of liquor service for the Hudson Brewery are more consistent with downtown core liquor-primary licences (nightclubs and bars) than with a lounge licence on the perimeter of the core.

We do not support the hours of liquor service as indicated on the application. We understand that the development has proceeded based on some previous approvals of zoning etc from the City, however, the late hours proposed would almost certainly trigger noise complaints – either as a direct result of the hours of operation, or by the spillover effect and/or egress of patrons after hours. The Hudson development at this location is designed in such a manner that the patio area would face into the southwest courtyard, which based on the proximity of neighbouring towers, would act like an amphitheater and allow any noise to permeate through that portion of the development. (to both the rental units above - "Hudson Walk Two" 785 Caledonia Ave, and the condos at "Hudson Walk One", 755 Caledonia Ave)

We have no issue with the proposed opening hours of 9:00am.

However, we would suggest that the following closing hours are more appropriate for the location, given its distance from the downtown core, and the residential population above and beside the location:

Sun-Thu 10:00pm hours

Fri/Sat 11:00pm hours

(Patio hours to be examined as well – to consider earlier closing by or before 10:00pm)

Some questions we would ask as follow up/consideration, what is the arrangement and/or strata agreement between the residential tenants and the commercial tenants of the development. Are there any pre-existing agreements or processes in place there.

If you require anything further, please advise.



Sgt Cliff Watson
Operational Planning
Victoria Police Department
850 Caledonia Ave
Victoria BC, V8T 5J8



Ryan Morhart

From: Alanah Garcin [REDACTED]
Sent: Saturday, November 24, 2018 10:36 AM
To: Ryan Morhart
Subject: Application for Hudson Taphouse & Grill

To: Manager, Permits & Inspections
 Sustainable Planning and Community Development Department
 1 Centennial Square
 Victoria, BC V8W 1P6

We are writing in response to the City of Victoria letter regarding Hudson Taphouse & Grill's lounge endorsement application (785 Caledonia).

We are residents of the Hudson Mews Building (780 Fisgard).

We found it important to express our opposition to this application, as we strongly believe that if it were to be successful, it would devalue the Hudson District neighbourhood and be highly disruptive. We are concerned primarily about noise, smoke, and increased risk of non-residents loitering in the area.

Having done research on this proposed establishment, we realize it is from the same owners as the Yates Street Taphouse and will follow that model, but with an increased focus on brewing/distilling on the premises. We have good friends who live in the Dominion Rocket building (in very close proximity to Yates Street Taphouse) and they are constantly disturbed by the noise that Yates Street Taphouse generates. There are crowds of intoxicated people that gather outside of the entrance that smoke and are generally noisy and rowdy. It has devalued the living standards in the Dominion Rocket considerably (to the point where signs have been put up outside the premises telling patrons to respect their neighbours and be quiet). We do not want this to happen in the Hudson District, as it is a quiet area with lots of families and young professionals who would not appreciate this disturbance.

This establishment is also promoting that they will brew beer onsite, however there are many breweries in very close proximity to each other in this area (Swans, Phillips, Vancouver Island, to name a few). It doesn't seem necessary to add another similar business into a block that is trying to focus on a residential escape in the middle of the city.

I hope these comments are taken into consideration when the city is communicating with the Liquor Control and Licensing Branch in regards to this application.

Thanks kindly for the opportunity to express our opinion.

Sincerely,

Alanah & Liam
 [REDACTED]
 [REDACTED]

Ryan Morhart

From: Thomas Wang [REDACTED]
Sent: Friday, November 30, 2018 9:49 AM
To: Ryan Morhart
Subject: owner of properties within 100m of 785 Caledonia Ave

Hi,

My name is Hanzhi Wang.

I am the owner of #222-770 Fisgard Street.

My view is that as long as they can contain the noise within their building and absolutely not disturbing to anyone around the property.

Then I am not against it.

However, if it is going to be noisy for every night.

Please go somewhere else.

Thanks,

Ryan Morhart

From: Chelsea Williams [REDACTED]
Sent: Monday, December 10, 2018 4:46 PM
To: Ryan Morhart
Subject: Written comment - Hudson Taphouse & Grill application

Hi there,

I live at 1950 Blanshard Street, 1 block from the Hudson building that has applied to the City of Victoria for a lounge and manufacturing license.

While I think a restaurant/liquor establishment would be a great addition to the neighbourhood, I have concerns regarding the size of the proposed business for the following reasons:

1) A capacity of 358 persons, including an 80 person patio is very high for the neighbourhood. An establishment with that many people in it would be very loud for the people living nearby. We already have to deal with a good amount of noise on a regular basis due to living near the Save On Foods Memorial Arena and next to a busy traffic corridor (Blanshard Street). In the summer, the level of noise increases and we have no option but to leave our windows open all the time due to the heat.

Also if the operator of the proposed Hudson Taphouse and Grill will also be the same as the one currently operating the Yates Street Taphouse ([as according to this article https://www.timescolonist.com/business/yates-taphouse-partners-plan-brewpub-at-hudson-1.9713388](https://www.timescolonist.com/business/yates-taphouse-partners-plan-brewpub-at-hudson-1.9713388)) I suspect the noise (and having to hear their bar from 9am to 12am daily) would be unbearable. The Yates Street Tap House consistently overserves their patrons and allows them to smoke close to doorways and air vents (not 7m away from doorways, like the city bylaw mandates). They operate their business like a nightclub, not a pub or lounge and I think it would have a negative impact on our budding neighbourhood.

2) The corner of Blanshard and Caledonia is one of the few green spaces in the neighbourhood and losing it to accommodate a large, outdoor patio would hinder the livability of the community for people in the surrounding buildings. A lot of people in the area also have dogs and rely on this space as an area where they can walk their dog. This corner is also the only one around these apartment buildings that has a public garbage can and it is very much needed.

Overall I think some type of restaurant/lounge with a liquor license but fitting up to 358 people in this space, in a dense neighbourhood is problematic. I strongly request for you to please scale it down.

Thank you,
 Chelsea

December 10th, 2018

Written comment to the

“Notice of Application for a Lounge Endorsement for each Manufacturing Licence (2)", Hudson Taphouse & Grill, located at 785 Caledonia Street, Victoria, BC

Dear Mr. Morhart:

I've lived in Victoria for twenty-five years and have seen many changes recently. I've witness the unsustainable growth of large residential /commercial developments. My focus of this letter is on the commercial development at 785 Caledonia St. I'm familiar with the Hudson district as I recently lived in the Hudson Walk and worked in the Victoria Public Market.

I believe that the voters of Victoria trustingly place the reasonability to review and follow up on the promises made to residences of the city of Victoria by these developers like Rick Illick and his group of companies [Townline].

None of the promises he personally made to the city with regards to the Victoria Public Market have been realized. The promise of a downtown farmers market and a destination focused on local food sustainable food production, a support for the emerging farm food marketplace and education for local food production and distribution, never happened.

If city council will not hold accountable these developers, who will?

This development company is asking to place a large setting capacity restaurant and liquor manufacturing facility [distillery] on the corner of Blanchard and Caledonia, on the ground floor of what is essentially a residential building and residential neighborhood

The first question one should ask them self, is would you want to live on the floors above a noisy smelly manufacturing facility?

Second question, would you want to play with your children in the playground only meters from this industrial facility and loading area?

Considering the on going failure on the part of Townline to fulfill is promises to the city residence, with regards to the VPM, can we trust this company to operate a safe and environmentally compliant enterprise?

Considering that the Hudson Walk District is one of the largest residential density in the city would this retail spaces not be better used for community services like dentist office or medical clinics or other community mind projects.

Does Victoria need another drinking establishment in the downtown core?

Sincerely
Brian Lyle
Box 8447, Stn. Central
709 Yates St. Victoria, BC.
V8W 3S1

December 10th, 2018

USB (attached here)

Written comment to the

"Notice of Application for a Lounge Endorsement for each Manufacturing Licence (2)", Hudson Taphouse & Grill, located at 785 Caledonia Street, Victoria, BC.

Hand delivered to Victoria Council, addressed to Mr. Ryan Morhart, Manager Permits and Inspections.

Dear Mr. Morhart:

I have been opposing this project of a distillery in the downtown area, as I am concerned with public safety.

On July 26, 2018, at City Hall, in a public hearing, I presented my reasons to the Council; but, I believe they did not hear me.

Having the public input at the very end of a Council decision, makes our constituency's voice, not count.

As the proposed new downtown zoning By-Law was approved, I have my reasons to present, as to why I do still oppose a distillery in downtown.

Brew-pubs are not the same as distilleries. Beer and wine production is a fermentation process, distilleries are not. Distilleries produce alcohol, an industrial process that needs to be situated in the industrial area, not in downtown, in a highly populated residential area like the Hudson District, on the side of their own playground.

Distilleries does not belong in a residential neighbourhood.

"The process of making hard alcohol like gin, rum, whisky, is not easy and often involves large, potentially dangerous equipment, plus, it comes with the hazard of the production of dangerous fumes, like **Carbon Dioxide**, an odourless, colourless toxic gas".

page 1/4

Ethanol, is another harmful factor of concern.

As the distilling process produces solutions of ethanol, that, if escaping, can form hazardous explosive vapours, it comes with the potential to form explosive mixtures. Ethanol can combust without oxygen present. It is a flammable liquid, a bad combination with the array of flammable materials needed in the production of alcohol.

Between the resources needed in a distillery process, are huge quantities of fuel, usually natural gas, which in the process, produces all types of flammable materials like vapours, dust and gas, necessary ingredients for an explosion, present in distillery facilities.

Also, needed in the process, is Water. Lots of water. Where will the water come from?

Recently, some areas in the province of BC, faced a water shortage.

With all the new developments, a downtown growing population, how is the City going to face the provision of water for all? As per studies, it is clear that water problems are going to get more severe and common.

I believe we don't need more alcohol related business in downtown. We are short in another type of business that benefit the community, like Walk in Clinics, youth recreational areas, between another ones.

In this proposed Taphouse Grill, we, Victorians, already lost a piece of public space as recently, the City approved for the project, an "Increase in Site Coverage" in order to expand the commercial space for the Taphouse; and that, does not benefit the public, but the merchants proposing this development.

Distilleries in downtown present a safety hazard to the public, specially in a heavy populated area like the Hudson District.

Distilleries, with their industrial process, belong into the industrial area.

You may ask, why am I concerned with Public Safety? It is because I do not trust Townline words or actions. My experience with this company teaches me differently. Allow me to explain two pertaining experiences with Townline:

1) I was, in 2017, a double Townline tenant. I rented an apartment at the Hudson Mews, in where a restaurant was just right below my dwelling.

It is not true that food smell can be controlled. I was overwhelmed by Chinese food smell throughout my house; and,

2) As a tenant of the Victoria Public Market, I was bullied by management until they finally evicted me and this, due to me complaining of a harmful, toxic, grease laden vapours contamination that lasted three and a half years, until finally Work Safe BC intervened.

Along with the harmful grease laden vapours contamination, I was exposed to 270 days of a tremendous, piercing noise, coming from the HVAC System, located above my business.

The contamination and the piercing noise is so difficult to explain and so difficult to understand that, for the same reasons, I am including with this letter, a USB with the recorded HVAC System noise and, footage recorded by me of the tremendous contamination we were exposed to, under the complete indifference of Townline executives.

After many attempts from my part, informing management and Townline executives about the contamination, and with no action taken by them, I called WSBC to help with this problem. After that, management fabricated excuses and retaliated against, by evicting me.

The USB delivered to you, contains images (not all) of the everyday, three and a half years contamination of the toxic and carcinogenic grease laden vapours coming from Roast Sandwich Shop, and, the recording of the piercing noise, along with all the Work Safe BC files for the complaints.

In reading WSBC documents, it is not difficult to note how, Hudson Retail Inc. (the Victoria Public Market), was found in default of their obligations under the Occupational Health and Safety Regulations, and this, for an unexplained, prolonged period of time; and,

It is clear for me that, if one complains, you lose your job or your business; then, how can we trust that, the proposed distillery, Taphouse, will be working under safe conditions, if no one can denounce a problem?

Mr. Morhart, along with this letter, please receive the following:

- A USB containing the complete Work Safe BC records, including the Roast Sandwich Shop, contamination records, plus, images of the daily pollution at the Victoria Public Market and the recorded HVAC System noise.
- Documents in where I based my findings about the hazards for distilleries (12 pages), and,
- Some of the Work Safe BC Inspection Reports, 20 pages (the complete files are in the USB)

If you need more information, please, do not hesitate to contact me.
Thank you for listening

Sincerely:
Olimpia Cisneros
Box 8447, Stn Central
709 Yates Street
Victoria, BC
V8W 3S1





Freedom of Information and Protection of Privacy Office

Mailing address: PO Box 2310 Stn Terminal, Vancouver BC V6B 3W5

Phone 604.279.8171 | 1.866.266.9405 | Fax 604.279.7401 | worksafebc.com

March 29, 2017

Olimpia Cisneros
Box 8447
Victoria, BC V8W 3S1

Dear Ms. Cisneros:

Re: Freedom of Information Request - WCB-17-242

I am writing in response to your request for access to information under the Freedom of Information and Protection of Privacy Act (FIPPA). You requested copies of the inspection reports pertaining to Roast Sandwich Shop Inc., Quay Property Management Corporation, Hudson Retail Inc. and Olimpia Cisneros Mendez, from December 8, 2016 to today's date.

Copies of the records are enclosed for Quay Property Management Corporation, Hudson Retail Inc. and Olimpia Cisneros Mendez. The enclosed records are all the ones we located for your request. All the records that were located have been disclosed to you in full. Please be advised that there were no records for Roast Sandwich Shop since December 8, 2016.

If you disagree with our response you have 30 days from receipt of this letter to request a review by the Information and Privacy Commissioner (IPC). You can contact the Office of the IPC at 250-387-5629 or visit their web site at www.oipc.bc.ca.

If you have any questions, please write or call me at 604-279-8171.

Yours sincerely,

Ritchie Po
Information Access and Privacy Services Lead

RP:rp

Encls.

The *Workers Compensation Act* requires that the employer must post a copy of this report in a conspicuous place at or near the workplace inspected for at least seven days, or until compliance has been achieved, whichever is the longer period. A copy of this report must also be given to the joint committee or worker health and safety representative, as applicable.

Inspection Report #201611284090A

Employer Name	Jobsite Inspected	Scope of Inspection
OLIMPIA CISNEROS MENDEZ (LA COCINA DE MAMA OLI)	1701 Douglas Street Victoria BC V8W 2G7	Noise associated with HVAC system

Date of Initiating Inspection	Date of This Inspection	Delivery Date of This Report	Delivery Method
Nov 15, 2016	Nov 15, 2016	Nov 21, 2016	Email

THERE ARE **ZERO (0)** ORDERS OR OTHER ITEMS OUTSTANDING

**ACTION MAY STILL BE NECESSARY TO ENSURE COMPLIANCE
PLEASE READ FULL REPORT**

<u>Location (Reference recommendations)</u>	<u>NC</u>	<u>dBA</u>
Corridor by School of Holistic Nutrition booth	65	66.8
Customer table area by La Cocina de Mama Oli	63	67.5
Corridor in front of West Coast Pantry	68	66.3
Corridor in front of Roast Meat & Sandwich Shop	62	65.9
Corridor by French Oven Bakery	64	67.1

The sound system was in operation at the time of the testing.

→ Noise Criterion (NC) curve values for this space was 63. The noise conditions present are in excess of the conditions that would be considered to be acceptable for a shop, garage or power plant and far in excess of the conditions considered to be appropriate for stores, cafeterias and restaurants.

A difference of 10 dB between the recommended level and actual level means the level is 10 times higher than recommended. A difference of 23 dB between the average recommended level and average actual level means the noise level is 200 times higher than recommended.

CONTACT FOR INFORMATION AND ASSISTANCE

For assistance or clarification with issues specified in this report please contact:

Raymond Merriman, BSc, MSc, CIH
Occupational Hygiene Officer
Prevention Field Services - Vancouver Island
WorkSafeBC, 4514 Chatterton Way
Victoria BC V8X 5H2
Tel 250 881-3463
Fax 250 881-3482
Email Ray.Merriman@worksafebc.com

Employer #	Mailing Address	Classification Unit #	Operating Location
918853	UNIT 6 1701 DOUGLAS ST VICTORIA BC V8W 0C1	761035	001

Lab Samples Taken	Direct Readings	Results Presented	Sampling Inspection(s)	Workers onsite during Inspection	Notice of Project Number
N	N	N		3	

Inspection Report Delivered To	Employer Representative Present During Inspection	Worker Representative Present During Inspection	Labour Organization & Local
Olimpia Cisneros	Olimpia Cisneros	Not Available	

WorkSafeBC Officer Conducting Inspection	Contact Details	
Raymond Merriman	Phone: (250) 881-3463	Email: Ray.Merriman@worksafebc.com

Inspection Time*	Travel Time*
9.75 hrs	0.25 hrs

*The time recorded above reflects the inspection time and travel time associated with this inspection report and includes time spent on pre and post-inspection activities. Additional time may be added for subsequent activity.

Right to Review

Any employer, worker, owner, supplier, union, or a member of a deceased worker's family directly affected may, within 45 calendar days of the delivery date of this report, in writing, request the Review Division of WorkSafeBC to conduct a review of an order, or the non-issuance of an order, by contacting the Review Division. Employers requiring assistance may contact the Employers' Advisers at 1-800-925-2233.

WorkSafeBC values your feedback. To obtain that feedback, an external market research provider may be contacting you to complete a survey.

OLIMPIA CISNEROS MENDEZ
UNIT 6 1701 DOUGLAS ST
VICTORIA BC V8W 0C1

The *Workers Compensation Act* requires that the employer must post a copy of this report in a conspicuous place at or near the workplace inspected for at least seven days, or until compliance has been achieved, whichever is the longer period. A copy of this report must also be given to the joint committee or worker health and safety representative, as applicable.

Inspection Report #201611284097B

Employer Name	Jobsite Inspected	Scope of Inspection
HUDSON RETAIL INC.	Victoria Public Market at the Hudson 1701 Douglas Street Victoria BC V8W 0C1	Health and Safety Compliance in Multi-Employer Workplace

Date of Initiating Inspection	Date of This Inspection	Delivery Date of This Report	Delivery Method
Nov 22, 2016	Dec 20, 2016	Dec 22, 2016	Mailed

THERE IS ONE (1) ORDER OR OTHER ITEM OUTSTANDING

ACTION REQUIRED

Summary of Orders or other Items

See "Orders/Items - Full Details" section of this Inspection Report for orders/items cited

Order/Item No.1 <input type="checkbox"/>	Status: Outstanding	Cited: WCA118(2)(b)
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ORDER STATUS LEGEND

Order Status	Description
Outstanding	Order Outstanding - Action Required to Achieve Compliance
Complied	Compliance Achieved - No Further Action Required
Closed	Order is Closed
Rescinded	Order has been cancelled - No Further Action Required

ORDERS/ITEMS

An employer who fails to comply with Part 3 of the *Workers Compensation Act*, the *Occupational Health & Safety Regulation*, or WorkSafeBC orders may be subject to monetary or other sanctions as prescribed by the *Workers Compensation Act*.

Orders/Items - Full Details

Order/Item No. 1 <input type="checkbox"/>	Status: Outstanding	Cited: WCA118(2)(b)
<p><u>Progress towards compliance:</u> Dec 20, 2016 - The Notice of Compliance Report due date is December 16, 2016. As of the date of this inspection, the Notice of Compliance report has not been received.</p> <p>Based upon the failure to prepare or send a Notice of Compliance Report to WorkSafeBC as set out in this order, there are grounds for imposing an OHS Citation or administrative penalty. The amount of an OHS Citation is \$505.17 for a first offence and \$1,010.33 for any subsequent violations in a three year period. Both amounts are adjusted annually pursuant to the consumer price index.</p> <p>You are required to provide WorkSafeBC with the Notice of Compliance (NOC) Report no later than December 28, 2016. Failure to provide the completed NOC report may result in further enforcement action in the form of an OHS Citation or administrative penalty.</p>		
<p><u>Initiating order:</u> Nov 22, 2016 - This employer is the owner of this multiple-employer workplace and a joint committee or equivalent system has not been established to ensure there is effective coordination between employers and a process in place to ensure compliance with the Workers Compensation Act Part 3 and Occupational Health and Safety Regulation at this workplace.</p> <p>Examples of ineffective coordination and compliance include:</p> <ul style="list-style-type: none">- Inadequate use of local exhaust ventilation to control emissions from roasting operations.- Absence of emergency drills for events such as fires, chemical spills and earthquakes.- Absence of written Bullying and Harassment policies and procedures for all workplaces.- Absence of training and orientation records for young and/or new workers in particular for safety procedures required within this multi-employer workplace.- Inadequate resolution of tonal noise issues arising from the local exhaust ventilation system. <p>This is in contravention of the Workers Compensation Act Section 118 (2)(b).</p> <p>The prime contractor of a multiple-employer workplace must do everything that is reasonably practicable to establish and maintain a system or process that will ensure compliance with the Workers Compensation Act Part 3 and the regulations in respect of the workplace.</p> <p><u>Measures to Ensure Compliance:</u> Provide written confirmation by December 16, 2016 that a system or process has been established to ensure all employers within this multi-employer workplace are complying with the requirements of the Workers Compensation Act Part 3 and Occupational Health and Safety Regulation.</p>		

Reference	Details Discussed
LAP3 The following provisions are specified for the purposes of section 196.1(1) of the Act: (a) section 115 (1) (b) of the Act, as it pertains to orders; (b) section 194 (2), (3) or (4) of the Act if, (i) as set out in subsection (1) of that section, an order includes a requirement for compliance reports, and (ii) in the case of subsection (4) (d) of that section, the Board requires the employer to send a copy of the compliance reports to the Board; (c) section 2.4 of the Occupational Health and Safety Regulation, as it pertains to orders.	Discussed with employer.
WCA196.1(1) The Board may, by order, impose on an employer an administrative penalty prescribed by a regulation of the Board, which penalty must not be more than \$1 025.42, if the Board is satisfied on a balance of probabilities that the employer has failed to comply with a provision of this Part, or the regulations, as specified by a regulation of the Board.	Discussed with employer.
WCA194(4)(d) In the case of compliance reports prepared by an employer, the employer must if required by the Board, send a copy of the reports to the Board.	Requirement to submit the Notice of Compliance report set out in the order.

HUDSON RETAIL INC.
UNIT 1701 1166 ALBERNI ST
VANCOUVER BC V6E 3Z3

The *Workers Compensation Act* requires that the employer must post a copy of this report in a conspicuous place at or near the workplace inspected for at least seven days, or until compliance has been achieved, whichever is the longer period. A copy of this report must also be given to the joint committee or worker health and safety representative, as applicable.

Inspection Report #201611284096B

Employer Name	Jobsite Inspected	Scope of Inspection
QUAY PROPERTY MANAGEMENT CORP	Victoria Public Market at the Hudson 1701 Douglas Street Victoria BC V8W 0C1	Health and Safety Compliance in Multi-Employer Workplace

Date of Initiating Inspection	Date of This Inspection	Delivery Date of This Report	Delivery Method
Nov 22, 2016	Dec 20, 2016	Dec 22, 2016	Email

THERE IS ONE (1) ORDER OR OTHER ITEM OUTSTANDING

ACTION REQUIRED

Summary of Orders or other Items

See "Orders/Items - Full Details" section of this Inspection Report for orders/items cited

Order/Item No.1 <input type="checkbox"/>	Status: Outstanding	Cited: WCA118(2)(b)
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ORDER STATUS LEGEND

Order Status	Description
Outstanding	Order Outstanding - Action Required to Achieve Compliance
Complied	Compliance Achieved - No Further Action Required
Closed	Order is Closed
Rescinded	Order has been cancelled - No Further Action Required

ORDERS/ITEMS

An employer who fails to comply with Part 3 of the *Workers Compensation Act*, the *Occupational Health & Safety Regulation*, or WorkSafeBC orders may be subject to monetary or other sanctions as prescribed by the *Workers Compensation Act*.

Orders/Items - Full Details

Order/Item No. 1 <input type="checkbox"/>	Status: Outstanding	Cited: WCA118(2)(b)
Progress towards compliance: <u>Dec 20, 2016</u> - The Notice of Compliance Report due date is December 16, 2016 . As of the date of this inspection, the Notice of Compliance report has not been received. Based upon the failure to prepare or send a Notice of Compliance Report to WorkSafeBC as set out in this order, there are grounds for imposing an OHS Citation or administrative penalty. The amount of an OHS Citation is \$505.17 for a first offence and \$1,010.33 for any subsequent violations in a three year period. Both amounts are adjusted annually pursuant to the consumer price index. You are required to provide WorkSafeBC with the Notice of Compliance (NOC) Report no later than December 28, 2016 . Failure to provide the completed NOC report may result in further enforcement action in the form of an OHS Citation or administrative penalty.		
Initiating order: <u>Nov 22, 2016</u> - This employer is functioning as the owner's agent for this multiple-employer workplace and a joint committee or equivalent system has not been established to ensure there is effective coordination between employers and a process in place to ensure compliance with the Workers Compensation Act Part 3 and Occupational Health and Safety Regulation at this workplace. Examples of ineffective coordination and compliance include: <ul style="list-style-type: none">- Inadequate use of local exhaust ventilation to control emissions from roasting operations.- Absence of emergency drills for events such as fires, chemical spills and earthquakes.- Absence of written Bullying and Harassment policies and procedures for all workplaces.- Absence of training and orientation records for young and/or new workers in particular for safety procedures required within this multi-employer workplace.- Inadequate resolution of tonal noise issues arising from the local exhaust ventilation system. This is in contravention of the Workers Compensation Act Section 118 (2)(b). The prime contractor of a multiple-employer workplace must do everything that is reasonably practicable to establish and maintain a system or process that will ensure compliance with the Workers Compensation Act Part 3 and the regulations in respect of the workplace.		
Measures to Ensure Compliance: Provide written confirmation by December 16, 2016 that a system or process has been established to ensure all employers within this multi-employer workplace are complying with the requirements of the Workers Compensation Act Part 3 and Occupational Health and Safety Regulation.		

Reference	Details Discussed
LAP3 The following provisions are specified for the purposes of section 196.1(1) of the Act: (a) section 115 (1) (b) of the Act, as it pertains to orders; (b) section 194 (2), (3) or (4) of the Act if, (i) as set out in subsection (1) of that section, an order includes a requirement for compliance reports, and (ii) in the case of subsection (4) (d) of that section, the Board requires the employer to send a copy of the compliance reports to the Board; (c) section 2.4 of the Occupational Health and Safety Regulation, as it pertains to orders.	Discussed with employer.
WCA196.1(1) The Board may, by order, impose on an employer an administrative penalty prescribed by a regulation of the Board, which penalty must not be more than \$1 025.42, if the Board is satisfied on a balance of probabilities that the employer has failed to comply with a provision of this Part, or the regulations, as specified by a regulation of the Board.	Discussed with employer.
WCA194(4)(d) In the case of compliance reports prepared by an employer, the employer must if required by the Board, send a copy of the reports to the Board.	Requirement to submit the Notice of Compliance report set out in the order.

QUAY PROPERTY MANAGEMENT CORP
UNIT 200 24 4TH AVE E
VANCOUVER BC V5T 1E8

ORDERS/ITEMS

An employer who fails to comply with Part 3 of the *Workers Compensation Act*, the *Occupational Health & Safety Regulation*, or WorkSafeBC orders may be subject to monetary or other sanctions as prescribed by the *Workers Compensation Act*.

Orders/Items - Full Details

Order/Item No. 1 ☐ Status: **Outstanding** Cited: **WCA118(2)(b)**

Progress towards compliance:

Jan 24, 2017 - On January 12, 2017 at 11:15 the employer provided the following information via email:

December 16, 2016

WORKSAFE BC: NOTICE OF COMPLIANCE REPORT

INSPECTION REPORT: 201611284096A

Please see below description of actions taken to comply, and the attached Notice of Compliance Report. The below is also included in the attached PDF. Please feel free to contact the undersigned to discuss further.

ORDER/ITEM NO. 1 [CITED: WCA118(2)(b)]

The following policies and procedures are in place at Victoria Public Market.

- Procedures are in place to regularly monitor for proper operation of all kitchen systems and equipment, and all building operating systems. Logs are maintained to track monitoring.
- Emergency drills for fire, chemical spills and earthquakes are conducted on a regular basis.
- Employment Manual provided to all employees at time of hire, and reviewed on an annual basis, outlining policies and procedures for all workplace practices, including bullying and harassment, and protocol for reporting such instances. A copy of Employment Manual is also stored in all our offices.
- Employment Manual includes orientation details for health and safety procedures.
- Tonal noise issues arising from local exhaust ventilation system have been reviewed by mechanical technicians and sound engineers, and have been confirmed to be non-threatening, and safe for occupancy.

OFFICER TEXT

The information that has been provided does not adequately identify the system or process that has been established to ensure all employers within this multi-employer workplace are complying with the requirements of the *Workers Compensation Act* Part 3 and *Occupational Health and Safety Regulation*.

To substantiate that an effective process has been established please provide the following information by **February 3, 2017**.

- Copies of health and safety meeting minutes that have been conducted with the common area tenants of the Victoria Public Market over the past three months.
- Records of the emergency drills that have been conducted with the common area tenants of the Victoria Public Market over the past year.
- Contact information for the health and safety representatives of each common area tenant of the Victoria Public Market.
- ASHRAE noise criteria information from the manufacturer of the ventilation system and sound engineers evaluation of the system.

Orders/Items - Full Details

Dec 20, 2016 - The Notice of Compliance Report due date is December 16, 2016. As of the date of this inspection, the Notice of Compliance report has not been received.

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You are required to provide WorkSafeBC with the Notice of Compliance (NOC) Report no later than December 28, 2016. Failure to provide the completed NOC report may result in further enforcement action in the form of an OHS Citation or administrative penalty.

Initiating order:

Nov 22, 2016 - This employer is functioning as the owner's agent for this multiple-employer workplace and a joint committee or equivalent system has not been established to ensure there is effective coordination between employers and a process in place to ensure compliance with the Workers Compensation Act Part 3 and Occupational Health and Safety Regulation at this workplace.

Examples of ineffective coordination and compliance include:

- Inadequate use of local exhaust ventilation to control emissions from roasting operations.
- Absence of emergency drills for events such as fires, chemical spills and earthquakes.
- Absence of written Bullying and Harassment policies and procedures for all workplaces.
- Absence of training and orientation records for young and/or new workers in particular for safety procedures required within this multi-employer workplace.
- Inadequate resolution of tonal noise issues arising from the local exhaust ventilation system.

This is in contravention of the Workers Compensation Act Section 118 (2)(b).

The prime contractor of a multiple-employer workplace must do everything that is reasonably practicable to establish and maintain a system or process that will ensure compliance with the Workers Compensation Act Part 3 and the regulations in respect of the workplace.

Measures to Ensure Compliance:

Provide written confirmation by December 16, 2016 that a system or process has been established to ensure all employers within this multi-employer workplace are complying with the requirements of the Workers Compensation Act Part 3 and Occupational Health and Safety Regulation.

QUAY PROPERTY MANAGEMENT CORP
UNIT 200 24 4TH AVE E
VANCOUVER BC V5T 1E8

INSPECTION NOTES

Any further enforcement action identified and/or considered is set out in the order(s).

If this report has been issued following an incident that is under investigation by WorkSafeBC, further enforcement action may be taken as a result of the findings of the investigation and any orders in this report.

On March 3, 2017 at 13:24 the employer provided an update on the health and safety issues that have been raised at Victoria Public Market and the actions being taken to ensure compliance with the Workers Compensation Act Part 3 and the regulations at this multi-employer workplace.

EMERGENCY DRILLS *I was not invited to this meetings*

- Received Fire Safety Plan for the Hudson Building, and reviewing protocol for adjustment as appropriate for specificity to Victoria Public Market tenants.
- Developing detailed emergency procedures manual for circulation to tenants of VPM.
- Re-circulating VPM tenant manual to all VPM tenants, which includes health and safety information, reporting and communication procedures.
- VPM tenants will participate in all future emergency drills for the building; the next is planned for October 2017.
- VPM will have a separate emergency drill in April 2017.

NOISE PRODUCING EXHAUST FAN

- Exhaust fan unit will be relocated out of public area on March 7, 2017.
- In the meantime, ongoing monitoring for any changes to operation or audible sound levels.
- Adjusted system to have the fan shut down after hours, to minimize noise for any occupants of the area after 6:30 pm; adjustment was effective February 21, 2017.

*→ ? Not true**lie. this terrible noise stopped March 7 after 6:30 pm***ROAST EXHAUST FAN**

Although not an outstanding order with VPM, we can provide the following update on behalf of the tenant.

- Tenant has continued to maintain the previously approved temporary operating procedure of moving the oven under the hood fan every time it is opened.
- Tenant is actively working towards implementing solution to issue, by replacing exhaust hood with larger hood.
- Consultants currently reviewing function of existing hood fan, to ensure it can handle capacity of larger hood, or determine any adjustments that will be necessary.
- Mechanical contractors currently pricing out different options for hood replacement for tenant.
- Expected lead time for confirmation of system capacity: one week.
- Expected lead time for installation of new hood: two weeks following confirmation of system capacity.

*April 8, 2017**Roast grease**laden**vapours**are still
contaminating**the Victoria
Public Market*

We will provide further updates as we progress on the plans outlined herein, or as otherwise requested by WCB.

CONTACT FOR INFORMATION AND ASSISTANCE

For assistance or clarification with issues specified in this report please contact:

Raymond Merriman, BSc, MSc, CIH
Occupational Hygiene Officer
Prevention Field Services - Vancouver Island
WorkSafeBC, 4514 Chatterton Way
Victoria BC V8X 5H2
Tel 250 881-3463
Fax 250 881-3482
Email Ray.Merriman@worksafebc.com

This was a follow-up inspection to authenticate appropriate compliance with the order(s) noted.

ORDERS/ITEMS

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Employer #	Mailing Address	Classification Unit #	Operating Location
676561	UNIT 200 24 4TH AVE E VANCOUVER BC V5T 1E8	762032	001

Lab Samples Taken	Direct Readings	Results Presented	Sampling Inspection(s)	Workers onsite during Inspection	Notice of Project Number
N	N	N		2	

Inspection Report Delivered To	Employer Representative Present During Inspection	Worker Representative Present During Inspection	Labour Organization & Local
Jaymie Humber	Taylor Mathiesen	Not Applicable	

WorkSafeBC Officer Conducting Inspection	Contact Details	
Raymond Merriman	Phone: (250) 881-3463	Email: Ray.Merriman@worksafebc.com

Inspection Time*	Travel Time*
3.25 hrs	0 hrs

*The time recorded above reflects the inspection time and travel time associated with this inspection report and includes time spent on pre and post-inspection activities. Additional time may be added for subsequent activity.

Right to Review

Any employer, worker, owner, supplier, union, or a member of a deceased worker's family directly affected may, within 45 calendar days of the delivery date of this report, in writing, request the Review Division of WorkSafeBC to conduct a review of an order, or the non-issuance of an order, by contacting the Review Division. Employers requiring assistance may contact the Employers' Advisers at 1-800-925-2233.

WorkSafeBC values your feedback. To obtain that feedback, an external market research provider may be contacting you to complete a survey.

Common Hazards for Distilleries

Posted on July 13, 2017 by Marijana Dabic

While owning a distillery can be a rewarding and profitable undertaking, it's not without risk. The process of making hard alcohol like whisky, gin and rum is not easy and often involves large, potentially dangerous equipment. What's more, those that manufacture alcohol often have to deal with dangerous fumes and other harmful factors.

To protect their business, employees and customers, distillery owners must take a proactive approach to identify and mitigate the unique exposures that affect their operations.

Carbon Dioxide

In order to create alcohol, carbohydrates like starch and sugar must be converted through fermentation. During this process, yeast eats carbohydrates and **creates carbon dioxide—an odorless, colourless and toxic gas.**

The following is a breakdown of how different concentrations of carbon dioxide can impact your employee's health:

1,000 parts per million (ppm) – Prolonged exposure can affect concentration.

10,000 ppm – An employee's rate of breathing increases.

30,000 ppm – The employee will begin breathing at twice the normal rate and may experience dizziness, a faster heart rate, headaches or hearing impairment.

40,000-50,000 ppm – The employee's breathing increases four times the normal rate, and he or she will experience signs of poisoning after only 30 minutes of exposure.

50,000-100,000 ppm – The employee will quickly begin to feel tired and will experience laboured breathing, headaches, tinnitus (a ringing in the ears) and impaired vision. After a few minutes, he or she will likely lose consciousness.

100,000-1,000,000 ppm – The employee will lose consciousness quickly. At this concentration, asphyxiation and death may occur.

Your workers could be exposed to carbon dioxide through inhalation. Thankfully, you can minimize these hazards by properly venting your fermentation area. Because carbon dioxide is heavier than air, you will want to ensure you take special care to vent the lower levels of your work areas.

If your distillery uses a converted chest freezer as a fermentation chamber, it should be noted that carbon dioxide can collect at the bottom of the cabinet. To address this, periodically prop the lid up and use a fan to introduce fresh air.

Intoxication

Distilleries can be a fun work environment, especially if you or your staff members are passionate about creating alcohol. This environment can sometimes create a loose work atmosphere where staff members are allowed to drink on the job.

This is ill advised, as alcohol can affect an individual's perception and reaction time. What's more, alcohol can negatively impact your worker's judgment, potentially leading to dangerous mistakes or accidents.

And, when you're working with large, expensive equipment, mishaps can be costly or even fatal. Avoid adding unnecessary hazards by banning alcohol consumption during work hours.

Fires and Explosions

Ethanol vapour is highly flammable and is one of the main fire and explosion hazards at distilleries. Ethanol can be released from leaks in tanks, casks, transfer pumps, pipes and flexible hoses.

Common ignition hazards to control can include the following:

- Open flames
- Torch cutting and welding operations
- Sparks (static, electrical and mechanical)
- Hot surfaces
- Heat from friction
- Radiant heat

In addition to being mindful of ignition sources, you can protect your distillery by keeping a dry powder or carbon dioxide fire extinguisher readily available. Ensure that any sprinkler systems you have meet industry and regulatory standards.

In addition, you will want to provide adequate ventilation in the distillery and ban smoking in and around the work area. Be sure to keep heaters and natural gas appliances at least 10 feet away from distilling areas.

It should be noted that dust formed from processing grain and chemical spills can also cause fires or explosions. As such, it's important to practise good housekeeping to avoid the accumulation of combustible debris or liquids.

Physical Injury and Other Employee Hazards

Distilleries can be an unsafe environment for your workers if you fail to take the proper precautions. There are countless risks you will need to account for, including the following:

Chemical hazards. A variety of harmful chemical and cleaning products can be found in distilleries. To protect workers, it's important to require personal protective equipment (PPE) like gloves, steel cap boots and liquid proof aprons. Be sure to clean up any chemical spills immediately.

Electrocution. Because distilleries require workers to handle large amount of liquids around powered equipment, electrocution hazards are common. To maintain a safe working environment, it's important to never run power cables through pools of liquid. Whenever possible, avoid using extension cords, power boards or equipment with damaged plugs, sockets or cables. For added safety, ground equipment and use a ground fault circuit interrupter (GFCI) or residual current device (RCD). These tools automatically shut off power whenever they discover that a current is flowing along an unintended path, including through water or a person.

Injuries caused by heavy lifting. Working at a distillery requires employees to lift and move heavy kegs and other items throughout the day. This can cause repetitive strain and other injuries if workers aren't trained to do the following:

- Bend the knees, keep their back straight and lift with their legs.
- Be aware of the weight of objects and don't overexert themselves.
- Practise team lifting or use back braces to assist with moving heavy loads.

Physical hazards. There are many dangerous items at a distillery that could harm your workers. You will want to ensure the work area is free of trip and slip hazards. In addition, noise from equipment, high-pressure tools, boiling liquids, hot surfaces and confined spaces pose a serious threat and will need to be addressed. Consider conducting safety assessments on a regular basis and address hazards as they arise.

Above all, stills should never be left unattended, and employers should set clear policies and procedures related to workplace safety.

Protect Your Investment

Owning a distillery can be a challenging, yet rewarding, experience. Taking into account the above

safety tips will help ensure that the investments you have put into your business are not wasted following an injury or other mishap.

For additional protection, consider speaking to your broker about your insurance options. He or she will be able to discuss potential policies to address common distillery risks.

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Hazards of Distilleries

Kentucky has many stereotypes. There is the barefoot and toothless image, or the rumor that everyone from there is inbred. More positive thoughts about Kentucky are the Corvettes manufactured here, horseracing, and the distilled spirits. More than 95 percent of the world's bourbon is produced in Kentucky, where it has been made since the 1780s. More than a half-dozen distilleries are in the region, including Jim Beam, Maker's Mark and Wild Turkey. (Prostock 19) Are those actually positive? Many people, even from Kentucky, do not know about the negative effects of these prosperous businesses. The cars produced in Kentucky cause air pollution; the horseracing business euthanizes disabled, innocent horses. What negative things could happen from the distillation of simple bourbon, whiskey, vodka, and other spirits? Most people only think the negative effects of alcohol are the consumers fault. They could control their consumption, and then they would not have to worry about liver disease or fatal car accidents. What about the people who produce the alcohol though? Are they to blame? Distilleries will not say this is their fault; producers put warnings on their product's label. Distilleries do have a negative, less thought of, impact though.

Each year, U.S. factories spew 3 million tons of toxic chemicals into the air, land, and water. (Dosomething.org) Many people don't know about the impact of distilleries on the environment. Distilleries do not want a bad reputation especially during this major "Go Green" movement. More and more people are starting to care about the environment. Distilleries will probably be under more heat in the next 10 years, along with other factories. The pollution regulations will need to become stricter. A distillery is often forgotten as a factory. To make the common whiskey found in Kentucky, distilleries need grains. At Woodford Reserve, they use corn, barley, and rye. These ingredients are ground up and mixed together. Next, the grains are mashed. Water is added to the grains, and then it is left alone. The starches from the grains are converted into sugars. After sitting for a period of time, the mixture is sifted, and the liquid is separated from the wet grain. Yeast is added to the liquid and starts to ferment. After a few days the liquid is distilled. The alcohol evaporates, the vapor goes out the hole, into the tube, and then condenses back into liquid alcohol. Each time the liquid goes through the distillation, it becomes more pure. On average, it is run through 1-3 times, depending on the type of whiskey being made. The unwanted runoffs are poisonous and often burn off first, before the ethanol begins to burn. Once the whiskey has been distilled, it is put into barrels to mature. Depending on the company, it can mature for 3 to 10 years. The whiskey absorbs the nutrients in the barrels and gains the aroma, flavor, and color. Vodka isn't matured; that is why it is clear. (bavarianbrewerytech.com)

The distilling process makes ethanol, which is the main ingredient in alcohol that affects a person's mind. It also slows the central nervous system. The enzyme, alcohol dehydrogenase, takes a hydrogen atom from the ethanol molecule to break it down into acetaldehyde. This substance is something the body can handle. When dispersed into the air, ethanol can cause problems around it. People know

alcohol is flammable; it says it on the container. **When the ethanol vapor is released into the air, it has potential to form explosive mixtures.** The hazards arise from leaks in the tanks, casks and contributory equipment such as transfer pumps, pipe work and flexible hoses, all of which can release large quantities of liquid on failure. (risktechnik.com) If it were to flow into a confined space, like a sewer or house, then it could explode. **It can combust without oxygen,** unlike most explosions. There have been no cases where ethanol has been directly linked to an explosion in the air in Kentucky.

Distilleries often contain flammable materials besides ethanol. The grain processing section also has a fire hazard due to the production of grain dust other particles generated in the process. These can easily catch on fire. Older distilleries are often made of wood in comparison to the newer metal distillery warehouses. The floorboards, holding racks, and holding/aging barrels are all wooden. Whisky maturing warehouses sometimes hold a variety of other hazardous materials. There is a natural gas supply to the boilers. These, as mentioned above, can leak. A liquidified Petroleum Gas cylinder contains these gases. If they are punctured or harmed, they can ignite. (risktech.com)

Aquatic systems are also affected by ethanol. Ethanol disperses quickly in water so it is not toxic to the touch. It is deadly in water to fish though because it causes oxygen depletion. This often carries downstream also. One of the Wild Turkey distillery warehouses caught on fire May 9th, 2000. The flame could be seen from 3 miles away. Inside the warehouse was 17,262 barrels of bourbon, each containing 53 gallons of 107 to 112 proof bourbon. Much of the alcohol escaping measured 50 percent by volume. Some of the bourbon had aged 15 years already. The liquid had to go somewhere since it couldn't all burn at the same time. It ran down through a small forest and into the Kentucky River. Some of the liquid was on fire as it rolled down the hill and caused smaller wildfires to erupt along its path. The path was so hot that the limestone bedding began to explode. There was now falling debris from that too. "I just tell them we're having Happy Hour at the river later. Just bring their own bucket," said city worker Debbie Steele. No one was killed from the fire, but the damage had just begun. This accident forced schools and businesses in this town of 8,000 to close the rest of that day and the next. The alcohol did not reach the water tap supply though, because the company shut down soon after hearing about it. The aftermath in the river was not obvious at first. Officials had said that there was harm to the environment but not devastating. People began to take that statement back two days later. People from Frankfort called to say that they could smell the bourbon from the water. A few dead fish had also floated to the surface. As a few more days passed, all people could see when they looked out to the river were dead fish. Numbers had reached into the tens of thousands of dead fish. The ultimate cause of the fish kill was not from alcohol poisoning, but to the depletion of oxygen. The alcohol was shown to be the accelerator food source causing a major bacteria outbreak that consumed all of the oxygen in the river and created a dead zone some 9-12 miles long at its peak. As the tainted water moved downstream, major fish kills would be observed as the dead zone approached and passed dam areas of the river as the fish would be trapped. (Shelley) The fish had no place to go. This is the largest fish kill in the history of Kentucky. (fireworld.com) Wild Turkey distillery was in charge of paying for the cleanup. They had to pay to have the river aerated for 4 days, until the oxygen levels were sustainable again. The people at Wild Turkey reportedly paid \$256,000 to help restore the population of fish. (LB)

There was also a fire from a Jim Beam distillery. The seven story warehouse was reported to have been struck by lightning. It sent alcohol-fueled flames more than 100 feet in the air. The bourbon flowed down into a small creek, but officials were able to dam up the creek before it spread. It was estimated to only be two percent of the inventory of bourbon. Firefighters sprayed water on two nearby warehouses in an attempt to save them, while a fire truck stood by at a third. "Once the warehouse is engulfed in flames, the best course of action for the fire departments is to protect the surroundings," said Joe Prewitt, director of Nelson County Emergency Management Services. (Stapleton) Heaven Hill

distillery caught fire November 7th, 1996. It destroyed most of their warehouses, and 90,000 gallons of alcohol was lost. The wind was recorded around 55 mph that day, and caused the fire to spread from building to building. The environmental impact here was also minimal. The terrain allowed for the alcohol to pool up and burn in one spot. It did not spread to creeks or rivers nearby. (MassDep)

At the Woodford Reserve distillery, Steve B. was asked if they have ever had a major accident on the property. He replied by saying no, and he hopes they never will. He had heard about the Wild Turkey incident, and said that the warehouse didn't have the correct safety measures. On a tour of Woodford Reserve, Steve pointed to a large pond covered in algae on the property. He made a joke saying that that was the water they used in the distillation process and ended up in the bourbon. He then proceeded to explain how it was actually a reservoir for safety in case anything was to catch on fire. The fire truck could hook their hoses up there and reach any of the 3 main buildings used in distillation. Wild Turkey distillery should have used this idea. The Wild Turkey distillery was also lacking a fire sprinkler system in the warehouse, a containment dike, and an alarm system. Also on the tour, Steve showed people the fermenting room. Here, the yeast and ingredients are mixed together and left to ferment in 4 large oak bins. This produces carbon dioxide from the anaerobic process taking place. Carbon dioxide is a major contributor to global warming. Steve told everyone that the carbon dioxide wasn't harmful. People do not realize that all carbon dioxide is harmful to people and the environment. Steve had misinformed the tour group. This was an example of how the distilling industry tries to say they have a minimal impact on the environment.

Kentucky is also known for their illegal distilleries. Moonshine from Kentucky is known as the best moonshine in the United States. When illegal making of alcohol really became popular in the prohibition era, it began to cause problems. Producers often had to protect their stills. If people were caught trying to steal shine or tampering with the tools, they were shot. When bootleggers from Kentucky would go on deliveries, they brought gunmen with them. These gunmen were told to shoot people who tried to hijack the trucks. This led to the formation of gangs. It also increased the sale of guns on the black market. The distilling business in Kentucky was a growing black market. (prohibitopm8m.com) Since prohibition has ended, Kentucky's bootlegging jobs have declined. The bootleggers that are left do not need guns and hit men for protection. The main danger now of these distilleries in Kentucky is the safety hazards. People are supposed to know the person they are getting the moonshine from. Infamous distillers have been known to put bleach, paint thinners, chemical fertilizers and saw dust into their shine for added flavor. This is potentially dangerous for anyone who consumes it. (ehow.com) Moonshine is made the same way as any other whiskey, even the kind at Woodford Reserve. At Woodford Reserve though, the boiling stills are covered and set up for protection of the employees. In a former's backyard, the distilling pot is wide open. There have been cases where small animals, like raccoons and dogs, have fallen into the boiling mash and died. If the mash is emptied soon enough, the animals skeletons can be found at the bottom of the still; if the still is not emptied for a few days, a farmer will never know because even the bones are cooked into the mixture. People's hands and arms are frequently burned while moving around the contraption. Three men had to be taken to the hospital when their moonshine still caught on fire in their garage. The men were making homemade wine in a 25-gallon still when it blew up and splashed them with hot mash. (wkrnews.com) One of the men received third degree burns and had to be transferred to a more advanced hospital. An explosion that took place in a basement is another example of the dangers of these stills. Late one night, neighbors were awoken by a loud boom. They looked outside and saw a flame coming from a newly built house next door. They then heard two more detonations. Fire fighters soon arrived on the scene but found no one in the building. While in the basement of the house, four more stills exploded. The fire fighters were thrown to the floor and caught on fire. A few of the other fire fighters from upstairs rushed down to save them. Once they were removed from the flames they

were rushed to the hospital. Upon examination, they were reported to have 3rd degree burns on their hands, arms, and necks. That same night in a nearby city, a still blew up. This fire was said to not harm anyone, but it did burn the house down. (nytimes.com) Distilling is a very dangerous process when certain safety regulations aren't followed.

Kentucky has had a profitable economy from their production of spirits. This is all people usually hear about. They rarely hear about the negative impacts of distillation until something tragic happens. Most consumers just hear the facts about liver failure, or they hear about the 240 drunk driving car accidents a year in Kentucky. Maybe people would not consume these products if they knew the risk workers and the environment face. Even if they did not slow their consumption, they could push for stricter safety regulations. Accidents like the Wild Turkey Distillery should not have been as bad as it was if they had had the sprinkler and alarm system installed. Also, a containment dike would have caught the excess running down the hill and destroying the soft limestone in its path. The more knowledgeable problems in Kentucky, such as coal mining, animal abuse, and poverty have been advertised and received support. Hopefully, distillery accidents will not happen again. They have a huge impact on the environments well-being. Distilling also produces as much damage to the workers on the outside of their body, as well as the inside of the consumers' bodies.

Hazard assessment in the brewing and distilling industries

Author : Richard Ball, Senior Process Safety Specialist, Chilworth Technology

20 August 2013

The production of beer and spirits produces solutions of ethanol, which is a highly flammable liquid. Raw materials for fermentation and mashing processes involve the handling, storage, and milling of wheat and barley, which generate flammable dust, while grain roasting and drying require huge quantities of fuel, which is usually natural gas. Hence, all types of flammable materials (vapour, dust and gas) necessary for an explosion are present in beer and spirits manufacturing facilities.

The UK brewing and distilling industry contributes significantly to the Food and Drink sector, which is estimated to be worth some £80 billion annually and representing around 7% of UK GDP.(1)

Since the introduction of the EU ATEX 1999/92EC Directive(2) (incorporated in the UK under DSEAR 2002 (Dangerous Substances Explosive Atmospheres Regulations(3))), a systematic hazard and risk assessment has to be undertaken to ensure personnel and the public are not at risk from fire and explosion. In this paper, problems unique to the brewing and distilling industries are aired and the systematic hazard assessment approach is discussed so companies can comply with EU Directives to keep personnel and public safe.

Introduction

Alcoholic drink production requires only a few raw materials; cereal grain plus yeast plus water, which are heated, fermented, matured and decanted, producing ethanol liquor. Thus, it would appear only the final product is flammable and if the ethanol is sufficiently diluted, in the case of beers, lagers and other alcoholic beverages, no flammable atmospheres exist. If only it were that simple!

Most brewers and distillers now buy their malt from specialist suppliers, with malt grains delivered to site by road truck, tipped, and conveyed to the mill house or storage silos. It is then elevated to upper floors of mill houses for destoning, sieving and milling. Milling breaks the grain to reveal the inner cotyledon containing the carbohydrates and sugars.

In the conveying, sieving and milling processes dust is generated, including fines, which can form flammable dust clouds, both inside equipment and if not well sealed, externally as well. Dust is generally extracted to independent dust collector systems. Milled malt or 'grist' is conveyed to and stored in silos ready for production in the 'masher' where water is added.

The intermediate beer brewing and spirit mashing processes are then largely water based and thus flammable atmospheres are no longer present.

Spirit manufacture uses similar raw materials. Malt grains have the outer husk and bran removed before milling to produce grist. In a 'mash tun' stirring encourages sugars to form and the liquor is then added to a "washback" where yeast is added before the fermentation process takes place. The resultant liquor contains less than 10% ABV (alcohol by volume) and is now passed to the 'Still', where concentration of alcohol takes place to create a maximum strength of 94.8% ABV.

The Law

Brewers and distillers handle flammable (explosible) materials so are subject to national law in Europe in the form of ATEX 1999/92/EC Directive or in the UK DSEAR 2002 Regulations. These force employers to ensure workplaces are safe from fire and explosion risk.

ATEX and DSEAR, in effect, state a hierarchical approach of 'Three Rules':

1. Do not have a flammable atmosphere, but if you do...
2. Do not ignite it, but if you do...
3. Do not hurt anyone.

To show compliance with the law, for existing plant a suitable hazard and risk assessment is necessary, which should document the following:

- * Flammable materials on site
- * Hazardous Area Classification (HAC) for all areas
- * Assessment of ignition sources and their elimination in hazardous areas
- * Assessments for "equipment" (i.e. mechanical and electrical equipment)
- * If flammable atmosphere(s) and or ignition sources cannot be eliminated with certainty then:
- * Explosion protection in conjunction with explosion isolation is necessary.

Each process requires a "Basis of Safety", for both normal and expected abnormal operation, which may be:

- a) Avoidance of flammable atmospheres, and/or
- b) Avoidance of ignition sources,
- c) If a) and or b) are not suitable, then explosion protection with explosion isolation is required.

Corrective recommendations, if necessary, should be included in each section by the assessor.

For new build or plant modifications, all of the above should be undertaken as well as ensuring only suitable ATEX-certified equipment is installed in designated hazardous areas. Overall explosion safety should be verified by a Competent Person before going into operation for the first time.

Flammable atmosphere

Fuel explosions (i.e. gases, vapours mists, dusts, and hybrids ((mixtures of flammable materials e.g. dust and vapour)) occur in fractions of a second. In order to control the hazard, all flammable atmospheres must to be identified. For flammable dust, there has to be sufficient fine dust in a dust cloud at or above the 'Minimum Explosible Concentration'. Material safety data sheets (MSDS) can be used but rarely can specific dust data be found on MSDS's. Literature sources can be misleading as grain type, whether raw or roasted, particle size, and moisture content, all affect ignition sensitivity. Thus, care is required when generic data are used and it is always recommended to undertake specific ignition sensitivity and explosion severity testing.

Flammability data required may include Minimum Explosion Concentration (MEC); Minimum Ignition Energy (MIE); Minimum Ignition Temperature (MIT); and Layer Ignition Temperature (LIT), Maximum Pressure (Pmax); and severity constant (KSt), with all the required data dependent upon the defined Basis of Safety. It is often argued as grain moisture content is high and thus ignition sensitivity is low, an ignition is an unlikely occurrence. However, in the Blaye (4) dust explosion incident, the moisture content was greater than 10% by weight.

For ethanol, flash point for both solutions and concentrate, lower and upper explosion limits (LEL/UEL) and auto ignition temperature (AIT) are required. Ethanol data are readily available from literature and data for any flammable gases, whether in bulk or in cylinders, should also be obtained where applicable.

Preventing flammable atmospheres by inert gas, e.g. nitrogen, which is commonly used in pharmaceutical and fine chemical industries, is not appropriate for the brewing and distilling sector. Equipment is often not suitably sealed and introducing nitrogen (an asphyxiant) into an operational culture unused to handling it, presents increased hazards.

Hazardous area classification

Once flammable materials (vapour, gases, dust, etc.) have been identified, the presence of a hazardous explosive atmosphere must be identified. This is based upon frequency or probability of release or 'Grades of Release', which are:

- * 'Continuous' - present greater than 10% a year, e.g. inside vessels
- * 'Primary' - present between 10% and 1% a year or only occasionally in 'normal operation', e.g. sampling operations
- * 'Secondary' present 1 % of a year, only in 'expected abnormal operation', e.g. leaks from vessels

Hazardous and non-hazardous areas should be identified for dust, vapour and gases within the site and findings should be documented and site drawings made. Once the sources and grade of release have been identified, Zone designation and extent can be assigned for gases and vapours. These are Zone 0 (Continuous grade), Zone 1 (Primary grade) & Zone 2 (Secondary grade) and for dusts Zones 20 (Continuous grade), Zone 21 (Primary grade), & Zone 22 (Secondary grade).

Blanket zoning of workplaces should be avoided - remember the hierarchical approach above.

Dusty mill houses are not acceptable. Layers of dust on floors, pipelines, and walls is fuel waiting to be raised into a dust cloud. Increasing the zone severity, say from non-hazardous to Zone 22 or Zone 21 to cater for layers means accepting personnel working in explosible atmospheres in normal operation. That means a dust concentration greater than 50 g/m³ in the workplace in normal operation, which is obviously unsatisfactory when occupational hygiene levels are in the mg/m³ level.

Keeping the fuel inside the equipment should be the primary aim by keeping plant sealed through good design and maintenance, and the use of secondary flexible connections also reduces leakage. There should be a focus of careful cleaning (avoiding dust clouds of course), sealing plant and improving extraction systems.

Similarly for distilleries, in spirit handling areas, pump rooms, etc. vapours should be eliminated by good ventilation removing heavier than air vapour at low points. These measures have real benefits on the working environment, reducing secondary explosion hazards in the workplace and can reduce the cost of equipment by using non-ATEX equipment, e.g. lighting.

Minimising the sizes of external hazardous areas in the workplace should be the aim of all brewing and distilling companies. Finally, hazardous areas should be properly identified by using the ATEX EX (explosible atmosphere) symbol at all entrances, so all personnel understand special precautions are necessary.

Ignition sources

EN1127-Part 1 lists thirteen types of ignition source. Usually in the brewing and distilling sector 1 to 8 are relevant but all 13 should be assessed:

1. Flames/hot gases (including hot particles)
2. Unsuitable/malfunctioning electrical plant
3. Hot surfaces
4. Mechanically generated sparks
5. Static electricity
6. Thermal decomposition (dust self-ignition)
7. Lightning – atmospheric static
8. Stray currents, cathodic protection
9. RF electromagnetic waves
10. Visible light electromagnetic waves
11. Ionising radiation
12. Ultrasonics
13. Adiabatic compression and shock waves.

An ignition source assessment requires applicable flammability data. An “effective” ignition source has to have more energy than the minimum necessary to ignite the fuel, for example electrostatic discharges are a real hazard with vapour or gas, but less so for grain dust.

Mechanical ignition is one of the main hazards for dust. Elevators, conveyors, mills etc. can all be potent sources of mechanical friction and sparks if a malfunction occurs. A preventative maintenance scheme should be in place for all mechanical equipment, including bucket elevators.

Explosion protection in grain handling

Where there is a high probability of a flammable atmosphere and reliably eliminating ignition sources cannot be achieved, then some form of explosion protection is necessary:

- * Venting
- * Suppression
- * Containment

The above measures should be combined with suitable measures to prevent explosion propagation.

Protection systems are covered under ATEX and thus have to be suitably certified. During grain conveying, for example, bucket elevators are explosion vented, which is acceptable provided they vent to a prohibited “safe” area. (see image below).

Explosion venting into the workplace is not acceptable under ATEX, but is sometimes observed in the brewing and distilling sector. Venting inside increases risk of serious injury, and secondary dust explosions (see HAC above), and is a common issue found in the industry during assessments. However, explosion-venting indoors can be permitted by using flameless venting devices.

However, they are not ‘fit and forget’ items - they require regular inspection and maintenance to ensure they do not become choked.

Whether grain silos require explosion protection is often debated due to low dust concentration, large particle size and absence of ignition sources. Many new-build silos are explosion-vented but existing silos are generally of unknown strength, so whether retrofitted vents can be fitted is not always easy to verify. In these cases, precautions to minimise dust and control all effective ignition sources are essential, together with the exclusion of personnel during filling, which is when the main dust explosion risk exists.

Suppression systems are another satisfactory method of protecting plant, but specialist companies are needed to design, supply, fit, and maintain the equipment. Their use in brewing and distilling is increasing as there is no release of products of combustion, and systems always include explosion isolation such as chemical barriers, whereas in vented systems, explosion isolation has to be separately considered.

Building plant with sufficient strength to contain explosions is not generally undertaken in brewing and distilling: many plants are too large and the extra installation costs would be high. This is nevertheless becoming common in some other industries where smaller plant is used, materials are toxic and full containment is required at all times.

Explosion isolation of dust collector systems (and other plant items) fitted with explosion venting from non-protected plant is often overlooked. If a dust collector is not “de-coupled” and an explosion in this higher risk item occurs, it can propagate back through the entire plant system. Simple explosion diverters that stop pressure-piling effects can be used, but these may not stop flame propagation.

Alternatively, some flap valves, chemical barriers, Ventex valves, slam-shut valves, etc., can be used.

It is often poorly understood that explosion-protected plant should not be opened when it is in operation. Examples include opening silo manways for level checking or inspection.

The image below shows a hinged flap on the boot of a bucket elevator that is opened daily for manual material feed where there is no explosion barrier.

Spirit Manufacture

The ‘Basis of Safety’ for spirit manufacturing includes ignition source controls which includes:

- * good earthing and bonding (which includes ensuring operators are suitably earthed)
- * avoiding splash filling tanks
- * avoiding hotwork
- * preventing mechanically generated sparks
- * ensuring the use of suitable equipment
- * good ventilation
- * use of flame arresters on outside vents

Emergency relief vent systems have to be carefully designed, so releases of flammable liquid and vapours cannot not be made to the workplace. Often, spirit tanks are found indoors with the vent indoors, and flame arresters not suitably maintained.

In older distilleries, hazardous areas should be reviewed where blanket zoning has been used, as often the size of Zones can be reduced. Ventilation effectiveness should also be reviewed and all existing electrical and mechanical equipment should be assessed for suitability. Often, this is a case of individual item inspections and a judgement call made item by item. As equipment is replaced in hazardous areas, it should be to the appropriate ATEX category and installed and maintained by competent, appropriately trained personnel.

In the UK most distilleries produce Scotch whisky, which has to be matured for at least three years, and typically 10 years or more for unblended malt whisky. This has to be stored in wooden casks at 60% to 65% ABV (flash point ~ 20°C) and is stacked in warehouses. Casks are porous and evaporation occurs so ethanol vapour is released to atmosphere by natural ventilation. Thus, warehouses are hazardous areas but often there is no lighting or mechanical ventilation so forklift trucks are often the only ATEX Category 3 equipment. Where lighting is used, sometimes non-Ex lighting can be justified due to the vapour density of ethanol. In bonded warehouses, insurers tend to dictate the safety requirements. However, it should also be ensured that personnel take in no ignition sources, thus all torches, communications equipment, etc., should be certified as suitable.

Once matured, whisky has to be filtered, sometimes blended, and bottled. Bottling plants are often separated from distilleries and they receive spirit by road tanker, which is then stored before dilution to final bottle strength (typically 40% ABV, 26°C flash point, so often does not form flammable concentrations at ambient temperatures (depending on plant location)). However, realistic hazardous areas associated with all of these activities must be established and risk assessments undertaken.

Conclusion

In the brewing and distilling industry, both the raw ingredients and the finished product can form hazardous explosive atmospheres. It is important to minimise these explosive atmospheres, especially those external to plant items. However, poor plant layout can lead to the formation of an explosive atmosphere indoors, for example by venting spirit tanks indoors.

Other problems with venting often include a lack of design calculations and explosion isolation devices.

Ignition source control is important within the explosive atmospheres. Earthing of persons handling ethanol and the correct ingress protection on electrical equipment are often overlooked. Finally, where the presence of an explosive atmosphere and an ignition source cannot be avoided then explosion protection is required.

References:

- 1) <http://www.foodsecurity.ac.uk/issue/uk.html>
- 2) Directive 1999/92/EC of the EU on minimum requirements for improving the safety and health protection of workers potentially at risk from explosive atmospheres, commonly called the ATEX 137 Directive.
- 3) Dangerous Substances and Explosive Atmospheres Regulations 2002', S.I.2002 No.2776 (DSEAR 2002)
- 4) F. Masson 1998: Explosion of a Grain Silo at Blaye (France) Ministry for National and Regional Development & Environment

Ryan Morhart

From: Lauren Nolan [REDACTED]
Sent: Sunday, November 11, 2018 11:00 AM
To: Ryan Morhart
Subject: Hudson Taphouse and Grill

Hi there,

I'm a resident of the Hudson district (specifically the walk 2) and I totally support this lounge idea! I think it would really brighten up the area and be a great place for residents and non residents.

Regards,
Lauren

Ryan Morhart

From: Konrad and Kathy Dorman [REDACTED]
Sent: Saturday, November 24, 2018 11:26 AM
To: Ryan Morhart
Subject: Notice of Application for a Lounge Endorsement.

Hello to all concerned,

I am the owner of unit 411 located in the Hudson Building, and feel this application for a "Taphouse and Grill" to be located at 785 Calidonia Ave Victoria, is a great idea and good for the community. I wish them good luck in their adventure!

Best Regards;
Konrad and Kathy Dorman,
Unit # 411-770 Fisgard St.
Victoria B.C.

Ryan Morhart

From: Robin Adams [REDACTED]
Sent: Friday, November 23, 2018 1:12 PM
To: Ryan Morhart
Subject: Hudson Taphouse and Grill

Dear Members of the Victoria City Council,

I am a resident of the Hudson Building at 770 Fisgard Street, and my suite which I own faces the corner of Blanshard and Herald Street, the block between Caledonia and Fisgard streets. I am responding to the notice soliciting feedback about the Application for a Lounge Endorsement re: the Hudson Taphouse and Grill.

I attended the Townline community gathering regarding the addition of the brewpub/restaurant in the Hudson District, which took place roughly a year ago I believe. I voiced my concerns openly at that gathering and did not feel my concerns about street noise were considered, therefore I wish to bring my concerns to the city council at this time.

I will first introduce my concerns by describing two facts. One fact is that when "Smokin' Bones" restaurant was located in the Hudson Building, there were major issues with noise. I myself called the police once due to a loud wedding reception that took place late on a Sunday evening, and I spoke with the owner directly after that and learned that he had received so many noise complaints from Hudson residents since he opened his restaurant in the building, that he took no notice of police warnings anymore. When Smokin' Bones applied to have their hours of liquor sales increased past 12am, they were denied, in part due to the many residents' letters of concern informing the matter. Smokin' Bones eventually went out of business soon after, a few years ago now.

The second fact I wish to bring to your attention is that there is a heavy amount of foot traffic that comes through the Hudson district, particularly down Herald Street and through the Hudson lane leading out on to Fisgard Street, from the Save on Foods Arena. Certain times of year, certain nights of the week, large crowds will be walking to bars, cars parked a few blocks away, etc from hockey games or events at the arena. I can tell you that this foot traffic is loud. Luckily, hockey games end relatively early in the evening, usually before 10pm, and the crowd noise is not too late at night. The acoustics on Herald street are such that when groups of people are on that street in the quiet of the evening, their voices travel really well and we can hear everything people are saying from four floors down on the street level.

Based on my experience living as an owner on the 4th floor in the Hudson building over the past 5 years, and the two facts described above, I have concerns about the hours of operation proposed for the new Hudson Taphouse and Grill.

Based on my experience with restaurants being integrated with living spaces, as was experienced with Smokin' Bones, it seems that people will linger in the streets at night, well after closing hours, causing noise. Furthermore, based on the patterns of foot traffic that come from the arena which is kitty-corner to the new Taphouse location, it seems that the natural flow will be for large crowds to continue roaming through the Hudson as they migrate to the bars and restaurants in the centralized downtown core, search for parked vehicles, etc. With the addition of this restaurant, I feel that foot traffic will increase and with closing hours at 12am, the traffic will undoubtedly happen between 12am and 1am when Hudson residents are mostly trying to sleep in their own homes.

I respectfully ask that Council consider advising a closing hour of 10pm. If after a period of one year, the noise and foot traffic is well contained and does not cause undue disturbance to residents, there can be a request considered to increase hours. I do not believe the closing hours of 12am should be granted right away in what is soon to be the most densely populated residential area of Victoria.

Thank you for taking the time to review my concern and for your consideration of my request.

Sincerely,

Robin Adams
Hudson Resident

Ryan Morhart

From: Olimpia Cisneros [REDACTED]
Sent: Monday, December 10, 2018 2:22 PM
To: Ryan Morhart
Subject: Re: written comments to the Application to Liquor Control at 785 Caledonia St.

Dear Mr Morhart:

I just delivered at Permits and Inspections desk, my written comments (and a USB) to the Application to Liquor Control and Licensing Board to add a Lounge Endorsement to the proposed Hudson Taphouse and Grill.

The reason of this email is to let you know my email address as it is not included on my written comments; and this, just in case you want to get a hold of me, as I am going to be out of the Province from Dec. 15, to January 10th.

Assuming you need more information during mentioned time, please, do not hesitate to email me.

Thank you for your time, wishing you Happy Holidays, Olimpia Cisneros

Ryan Morhart

From: joe Snowden [REDACTED]
Sent: Wednesday, November 28, 2018 10:19 AM
To: Ryan Morhart
Subject: 785 Caledonia

To whom it may concern,

I am a resident in the Hudson district. I request that you do not approve of any hours of operation or liquor licenses for 785 Caledonia (Hudson Taphouse & Grill).

There are plenty of places to go for drinks and food in the downtown area. I do not want one attached to my residential area. The Hudson district has managed to remain a somewhat quiet area and I would like for it to be kept that way.

Joe Snowden



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January 14, 2018

MEMORANDUM OF **ADDITIONAL INFORMATION**

**TO: MR. RYAN MORHART, MANAGER & CHIEF BUILDING OFFICIAL,
PERMITS & INSPECTIONS** .

**TO: MS. ANDREA HUDSON, ACTING DIRECTOR, SUSTAINABLE PLANNING
AND COMMUNITY DEVELOPMENT** .

TO: THE COMMITTEE OF THE WHOLE, CITY OF VICTORIA .

**FROM MR. GRANT TURNER, APPLICANT HUDSON TAPHOUSE & GRILL
BREWERY AND DISTILLERY** .

**RE: APPLICATION FOR LOUNGE ENDORSEMENTS FOR THE
MANUFACTURING LICENSES AT HUDSON TAPHOUSE & GRILL
BREWERY AND DISTILLERY, 785 CALEDONIA AVENUE, VICTORIA, B.C.**

Thank you for the opportunity to give further information regarding the Hudson Taphouse & Grill Brewery and Distillery. As outlined previously the application is with respect to the manufacturing licenses with lounge endorsements.

My concept uses local ingredients and Artisans to produce our craft products. Our focus is on a unique experience that joins food pairings with craft beverage offerings.

SOME PRODUCT NOTES:

- Source local and sustainable.
- Craft Distillery is limited in scope - 120 gallons for restricted production.
- Taps include small batch and seasonal brews, cider, sodas.
- Non-alcoholic offerings focus fresh hand-crafted root beer, vanilla cream soda, organic tonic and more.
- Extensive food program designed by Executive Chef James Work pairing.

www.risingtideconsultants.ca

1620-1130 West Pender Street, Vancouver, BC, V6E 4A4 604-669-2928



Experts in liquor licensing for the success of your business

BUSINESS MODEL:

- The Hudson Taphouse Brewery and Distillery focuses on small batch production and a Gastro pub focus on food. Hudson walk residents are current patrons of Yates Street Taphouse, over 100 "Hudson Resident Cards" are currently in use. With limited responses from the Hudson District up to approximately 1,300 residents (when all residences are completed at the site).
- -Not a surprise! We have participated in two resident parties where we provided tastings and information and an opportunity to meet management and ownership. Both cases were well received, residents were supportive and excited. The main questions were when we would be complete and who the brewer was going to be.
- Contribute to the vibrancy of the neighbourhood drawing people to the Hudson District, Market and surrounding businesses.
- Tourism, tours, fundraisers.

NOISE ABATEMENT:

- We moved main entrance away from residential tower accessing close to Jack Davis building - making use of Driveway for drop off and pick up.
- State of the art building designed for quiet enjoyment of residents.
- Centre patio closes 10 pm.
- Early closing hour at 12 Midnight.
- Design by Acoustical Specialist, Andrew Williamson who has diverse experience in acoustics, noise and vibration consulting of RWDI Consulting Engineers and Scientists, to minimize sound throughout the space. RWDI have assisted in acoustic testing in the residential units as well as run models to mitigate noise from equipment that might impact residents' peace and comfort. In his preliminary assessment and walk through, Mr. Williamson has provided suggestions and approaches to deal with noise transfer issues and indicated that he has worked on similar projects/applications before.
- The Developer has made revisions during construction to ensure all of the walls in the space were finished with concrete or block walls rather than the typical drywall finish (built to a four hour firewall standard). Using concrete and/or block will help buffer noise transfer into common areas of the building as well as through shafts, stairwells etc.

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ODOURS, FUMES AND POTENTIAL TOXIC GASES:

- Distillery built within highest fire code.
- WorkSafeBC regulation and practices ensure staff and public safety.
- All air exchange is vented and conditioned as it leaves the building - following building code and environmental regulations.
- Comparisons to large scale breweries such as Hoyne, Driftwood, Philips and Vancouver Island are not accurate in production Hudson is 10 hectoliter vs Philips 120 hectoliters but represent the same compliance.

YATES STREET TAPHOUSE COMPARISON

- Since opening Yates Street Taphouse has operated with a clean record, no infractions regarding over-service, overcrowding, control etc. Continues in good standing with the Police Department, Fire Department, Health Inspectors, Liquor Control and Licensing Branch and City of Victoria.
- WorkSafeBC rating of .76% extremely low for restaurant/ hospitality sector.
- Yates Street Taphouse Building was built in 1903. A liquor primary license has operated out of the space for over 60 years. Construction, insulation and windows nowhere near the building standard of Hudson Walk.
- Yates Street Taphouse is open until 1:30am and is operated within its liquor license as a night spot.
- Directional signage regarding direction to smoking and awareness of residents and noise is a courtesy to our neighbours.
- Residents of Dominion Rocket are loyal patrons to Yates Street Taphouse frequenting as part of resident card program.

Thank you very much.

All of which is respectfully submitted to the City of Victoria this 14th day of January, 2019.

Grant Turner
Applicant
HUDSON BREW CORP.

www.risingtideconsultants.ca

1620-1130 West Pender Street, Vancouver, BC, V6E 4A4 604-669-2928



101-1814 Vancouver Street
Victoria, BC V8T 5E3
778-265-0327
harbourcats.com @harbourcats

November 26, 2018

To Whom It May Concern,

This letter is in support of the efforts of Grant Turner and the ownership group of the Yates Street Taphouse, as they look to add an establishment in the area near the Save On Foods Memorial Centre (Blanshard and Caledonia).

The Victoria HarbourCats have had a tremendous relationship with Grant and Yates Street Taphouse since the team's introduction in 2012 and first season in 2013, that has included a true partnership involving the HarbourCats and other community/tourism endeavours, including the 2017 Baseball Canada Men's Championship, held at Royal Athletic Park.

We have always enjoyed working with Grant and his partners/staff, involving them in aspects of our sports-entertainment efforts, as well as holding events at Yates Street Taphouse with our ownership, staff, players and supporters. We have held many team social events there, notably our annual Canada Day gathering which ends up as a large crew walking down to the inner harbour to see the fireworks, and two years ago we welcomed current and former MLB players to Yates Street Taphouse for a night of celebration of the game of baseball – the Hot Stove Dinner.

It is clearly our position that Grant and the Yates Street Taphouse operation bring a tremendous net benefit to the city and in particular the downtown core, working with many community groups and representing the best in responsible business practices. The impact of the Yates Street Taphouse is felt by many, and adding another location near the arena and Royal Athletic Park would only add to that positive influence.

I hope this helps with this process, and I would be glad to answer any questions you have on our opinions of not just Yates Street Taphouse and our relationship, but in the value of adding another great venue to the area near our home park.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jim Swanson", written over a light blue horizontal line.

Jim Swanson
Managing Partner

Types of Liquor Licences Issued in the Province of British Columbia

Last updated: October 5, 2017

The Liquor Control and Licensing Branch (LCLB) supervises over 10,200 licensed establishments and over 25,000 temporary special events per year in B.C.

The purpose of this document is to give a broad understanding of the types of liquor licences issued in B.C. Visit the LCLB's website at www.gov.bc.ca/liquorregulationandlicensing and the hyperlinks below for the most up to date information.

Licences:

Agent – for independent liquor agents who market products from liquor manufacturers outside of B.C.

Catering – for catering companies who wish to serve liquor in addition to food, with food service as the primary purpose.

Food Primary – for businesses where the primary purpose is to serve food (such as restaurants).

A Patron Participation Endorsement is an additional term and condition on a food primary licence that permits the active involvement of patrons in entertainment or results in patrons leaving their seats, such as dancing or karaoke. An application for this endorsement requires additional considerations beyond the routine assessment of an initial application. To ensure that community concerns about noise, nuisance and other impacts are considered, input from local government or First Nation authorities is required before patron participation entertainment will be approved for a food primary establishment.

Liquor Primary – for businesses where the primary purpose is to sell liquor (such as bars, pubs, and nightclubs, as well as stadiums, theatres, aircraft, etc.). Liquor primary licences are also for businesses that wish to serve liquor as an additional service to their primary business (such as spas, salons, art galleries, etc.)

Liquor Primary Club – a sub-class of the liquor primary licence for private clubs. To be eligible to apply, the club must be a society registered under the provincial Societies Act or a non-profit or veterans organization incorporated by special act of parliament. LP Clubs must have at least 50 members who pay annual fees. The service area of an LP Club is restricted to members and guests only.

Manufacturer – for businesses making wine, cider, beer (this includes brew pubs), or spirits (known as wineries, breweries, and distilleries). Manufacturers can also apply to add a lounge, special event area, and/or picnic area endorsement to their manufacturer licence.

UBrew/UVin (Ferment-on-Premises) – for businesses that sell ingredients, equipment and provide advice for customers to make their own beer, wine, cider or coolers.

Licensee Retail Store* – for selling liquor by the bottle at retail stores (often called private liquor stores).

[Wine Store*](#) – for wine stores including winery-operated stores, independent wine stores, VQA stores and tourist wine stores.

[Special Wine Store](#) – available to eligible grocery stores only, the special wine store licence permits the sale of 100% BC wine on grocery store shelves.

**No new licences are available at this time.*

Permits:

[Special Event Permit](#) – for individuals and groups holding special events (such as community celebrations, weddings or banquets).

[Ethyl Alcohol Purchase Permit](#) – for purchasing ethyl alcohol for commercial and industrial use.

[Charitable Auction Permit](#) – for registered charities and non-profit organizations that wish to hold liquor auctions to raise funds for a charitable purpose.

What is the difference between a food primary and a liquor primary licence?

A food primary licence is issued when the primary purpose of the business is the service of food (such as restaurants and cafes). A liquor primary licence is issued when the primary purpose of the business is the service of liquor, hospitality or entertainment (such as bars, pubs, spas, and art galleries).

The approval process is different for both types of licences, with the process for liquor primaries being more involved. Minors are generally prohibited from liquor primary establishments, unless the licence specifically allows them.

Additional Resources:

[Forms](#) – access to all LCLB forms, including application forms and licence change forms.

[Frequently Asked Questions](#) – answers to common liquor-related questions.

[Licensed Establishment Locations](#) – a list of all licensed establishments in B.C.

[Publications & Resources](#) – access to the licensee terms and conditions handbooks, public consultations, and the Local Government/First Nations Guide page and more.

LCRB Application

Lounge Endorsements for Manufacturer's Licence

Hudson Taphouse and Grill Brewery and Distillery, 785 Caledonia Ave



Liquor and Cannabis Regulation Branch (LCRB)

- Restaurants
- Bars
- Pubs Retailers
- Manufacturers and
- Special Events.



LCRB Approvals

- Criminal Background Checks
- Local Government

Municipal Input	: potential for noise
Public Input	: potential for impact on the community, and
- Occupant Load Approvals



Local Government

Staff Review:

- Police, Bylaw, Planning, Business and Community Relations and Engineering
- Zoning regulation, liquor policy and the Liquor Licencing Fee Bylaw

Public Notification and Comment:

- Notice Posted at entrance to establishment
- Mailed Notice to within 100m of establishment
- 30 days to provide comment

Local Government provides a resolution with comment on:

- Potential for Noise
- Potential for Impact on the Community, and



LCRB Application

LICENCE TYPE	
PROPOSED	LOUNGE ENDORSEMENTS FOR THE BREWING AND DISTILLING MANUFACTURERS LICENCES
OCCUPANT LOAD	
PROPOSED	358 PERSONS
LICENSED HOURS OF OPERATION	
PROPOSED	9:00 am to 12:00 am Daily



Staff Review and Public Comment

Staff Review:

- The proposal is consistent with anticipated uses in the area
- Police and Bylaw note the potential for noise related issues due to the establishments proximity to densified residences.

Public Comment:

- Two letters were received in support of the application and seven in opposition to the application, and the Downtown Resident's Association did not provide correspondence.



Recommendation

That Council direct staff to notify the Liquor and Cannabis Regulation Branch that Council supports the application to have a lounge endorsement added to each of the two manufacturing licenses, having hours of operation from 9:00 am to 12:00 am daily, and an occupant load of 358 persons.





Committee of the Whole Report

For the Meeting of January 31, 2019

To: Committee of the Whole **Date:** January 8, 2019

From: Andrea Hudson, Acting Director, Sustainable Planning and Community Development

Subject: Application for a Lounge Endorsement to a Manufacturer's License (brewing) for Whistle Buoy Brewing Company, 63 – 560 Johnson Street.

RECOMMENDATION

That Council direct staff to provide the following response to the Liquor Licensing Agency:

Council, after conducting a review with respect to noise and community impacts, does support the application of Whistle Buoy Brewing Company, located at 560 Johnson Street, to have a lounge endorsement added to their manufacturing license, having hours of operation from 11:00 am to 12:00 am Thursday – Sunday, 11:00 am to 11:00 pm Monday – Wednesday, and an occupant load of 112 persons.

Providing the following comments on the prescribed considerations:

- a. The impact of noise on the community in the vicinity of the establishment has been considered in relation to the request and assumptions are the noise impacts would be proportional to existing licence capacity in the vicinity. The applicant has committed to operating as a respectful and conscientious neighbour and to avoid disturbances to adjacent businesses and residences. The requested hours of operation are modest and support for the application is not expected to result in disproportionately high negative impacts to the community.
- b. If the application is approved, the impact on the community is expected to be positive economically as the approval supports the business plan and long term viability of the establishment. The business model is seen to align well with recent changes made to zoning bylaws which encourage this type of development. The establishment contributes to the richness, and diversity of offerings in the area.
- c. The views of residents were solicited via a mail out to neighbouring property owners and occupiers within 100 metres of the licensed location and a notice posted at the property. The City received eight letters in response to the request, six in support of the application and two opposed. The applicant has collected and submitted an additional 25 letters of support from residents in the area.
- d. Council recommends the license endorsements be approved.

EXECUTIVE SUMMARY

The purpose of this report is to seek a Council resolution, in accordance with the requirements of the *Liquor Control and Licensing Act*, regarding an application by Whistle Buoy Brewing Company to add a lounge endorsement to their manufacturer's licence and having hours of operation from 11:00 am to 12:00 am Thursday – Sunday, 11:00 am to 11:00 pm Monday – Wednesday, and an occupant load of 112 persons. The application has been reviewed by City staff including Planning, Engineering, Business and Community Relations, Bylaw, and Police. In addition, a public notification process is conducted, as required by the Liquor Licence Policy, to allow individuals and the community to share comments through written correspondence. The application has been reviewed against technical policy, and inputs provided by City staff, and through the public notification process have been considered. The proposal has also been considered in the context of the local vicinity and the City as a whole, all of which are reflected in this report and the resulting recommendation.

Whistle Buoy Brewing Company's application to add a lounge endorsement to their manufacturer's licence, having hours of operation from 11:00 am to 12:00 am Thursday – Sunday, 11:00 am to 11:00 pm Monday – Wednesday, and an occupant load of 112 is not in conflict with the City's current Liquor License Policy. Staff did not identify any technical rationale to oppose the application and the opportunity for public comment has resulted in limited opposition. Police, Bylaw and Business and Community Relations have identified the outdoor patio as a potential source of disruptive noise for neighbours in the vicinity, suggesting earlier closing times for patios may be appropriate. Opportunity for public comment included six letters in support of the application as well as 25 additional letters of support solicited by the applicant. Two letters were received which expressed opposition and no correspondence was received from the community association. Staff have recommended for Council's consideration that a resolution be made regarding the application, and that Council support the application to add a Lounge Endorsement to their Manufacturer's Licence, having hours of operation from 11:00 am to 12:00 am Thursday – Sunday, 11:00 am to 11:00 pm Monday – Wednesday, and an occupant load of 112 persons at 63 – 560 Johnson Street.

PURPOSE

The purpose of this report is to seek Council resolution, in accordance with the requirements of the *Liquor Control and Licensing Act* (the Act), regarding an application by Whistle Buoy Brewing Company to have a lounge endorsement added to their manufacturing license and having hours of operation from 11:00 am to 12:00 am Thursday – Sunday, 11:00 am to 11:00 pm Monday – Wednesday, and an occupant load of 112 persons.

The letter of intent provided in conjunction with the application is included as Appendix A.

BACKGROUND

The Liquor and Cannabis Regulations Branch (LCRB), formerly the Liquor Control and Licensing Branch (LCLB), issues liquor licences under the authority of the *Liquor Control and Licensing Act* and regulations. LCRB determines the category of licence appropriate for the business based on submitted details. In the case of Whistle Buoy Brewing Company, the establishment will have a manufacturing licence with lounge endorsement. The manufacture licence with lounge endorsement is the appropriate licence for the proposed business model and while they are not a food primary, licence conditions do require that food is available while open. Local governments are not referred the manufacturing licence component, but they are referred applications for lounge endorsement, and so at a minimum, the manufacturing component can be approved with no input from local government.

With regard to the application for a lounge endorsement on their manufacturing licence at Whistle Buoy Brewing Company, local government is asked to provide comments and recommendations to the LCRB regarding:

1. The impact of noise on nearby residents.
2. Impact on the community if the application is approved.

A map of the subject property and the immediate area is attached to this report (Appendix B) and illustrates the 100m public notification area targeted for comment.

As noted above, this application is to have a lounge endorsement added to a manufacturing license, having hours of operation from 11:00 am to 12:00 am Thursday – Sunday, 11:00 am to 11:00 pm Monday – Wednesday, and an occupant load of 112 persons. The Liquor and Cannabis Regulations Branch is requesting a resolution from the City of Victoria regarding the application and the review criteria noted above.

ISSUES & ANALYSIS

The following sections will identify the key issues and provide analysis for Council's consideration:

Zoning

The site is zoned for a Brew-Pub which is defined as facilities used for the consumption of beer, spirits, wine or other alcoholic beverages which are produced and manufactured on the premises and which may be provided in combination with Food and Beverage Service or Retail Trade. The zone places no restrictions on occupant loads or hours of operation. The production and manufacturing area for a Brew Pub (beer, spirits, wine) must not be located above the First Storey and is not permitted within six metres of the wall of any Building that abuts a Street or pedestrian walkway, except where the Brew Pub (beer, spirits, wine) is provided in conjunction with Retail Trade or Food and Beverage Service. Production capacity is limited to not more than 35% of the first storey floor area of a Brew Pub (beer, spirits, wine) for the purpose of production and manufacturing of beer, spirits, wine and other alcoholic beverages.

Compliance is demonstrated through application for a building permit and the resulting construction is monitored for compliance through the City inspection process related to the issued building permit.

Noise Bylaw

The City's Noise Bylaw sets forth limits on four key areas within the City which are the Quiet District, Intermediate District, Harbour Intermediate and Activity District. Whistle Buoy Brewing Company is within the Intermediate Noise District and limited to 60 dBA at the point of reception during daytime hours which end at 10:00 pm. During nighttime hours, noise at the point of reception received is limited to 50dBA in Quiet districts, 55 dBA in the Harbour Intermediate and Intermediate districts and 65 dBA in the Activity district. 50 dBA is comparable to rainfall, light traffic or a refrigerator and 60 dBA is comparable to conversational speech or an air conditioner. Where issues of non-compliance exist, Bylaw Officers and Police have authority to order compliance.

The City of Victoria Noise District Map is included for reference (Appendix C).

Vicinity and Municipal Impacts

Predictability of noise related issues or other community impacts, negative or positive in effect, is challenging due to a number of variable factors. The business model, target clientele, quality of owner/operator, existing density of licenced capacity in the area, hours of service, demographics, and fluctuating populations due to tourism factor into predicting the likelihood of noise related issues and impacts on the community.

Consideration of those factors can assist a municipality to predict negative aspects associated with licenced establishments. The factors considered in conjunction with any application approval at time of consideration change over the life of a licenced establishment, and when they do change, and unanticipated issues arise, the fall back to re-establish compliance related to noise and other aspects is to use tools of enforcement. These tools include LCRB enforcement which ensure responsible and appropriate service as required by the terms of the licence with LCRB. The Noise Bylaw can be enforced to bring an establishment into compliance, and police have authority to bring an establishment back into compliance where issues are more complex.

Whistle Buoy Brewing Company's application has been considered with regard to the impact it would have on the community and it's potential to generate noise related issues. The impact has been considered in terms of the vicinity and within the city as a whole. The category of licence required by Whistle Buoy Brewing Company for their operational concept is a manufacturer's licence with lounge endorsement. This type of licence carries a requirement that they must provide, at a minimum, a variety of hot or cold snacks and non-alcoholic beverages during all hours of operation. The establishment is neither a Liquor Primary nor Food Primary but has been compared to both to illustrate the impact it is likely to have in the vicinity.

Vicinity Analysis – Licenced Occupant Load and % Increase							
	Whistle Buoy Seating	Existing Liquor Primary Seats	Increase in Seat Capacity	Existing Food Primary Seats	Increase in Seat Capacity	All Existing Seats	Increase in Seat Capacity
11:00 AM	112	421	26.6%	4,209	2.7%	4,630	2.4%
11:00 PM	112	1,722	6.5%	4,413	2.5%	6,135	1.8%
12:00 AM	112	1,722	6.5%	4,197	2.7%	5,919	1.9%
City Wide Analysis							
	Whistle Buoy Seating	Existing Liquor Primary Seats	Increase in Seat Capacity	Existing Food Primary Seats	Increase in Seat Capacity	All Existing Seats	Increase in Seat Capacity
11:00 AM	112	32,514	0.3%	32,266	0.3%	64,780	0.2%
11:00 PM	112	38,616	0.3%	35,256	0.3%	73,872	0.2%
12:00 AM	112	31,702	0.4%	34,511	0.3%	66,213	0.2%

The local vicinity and the city as a whole have been considered in terms of contributory impact related to occupant load and hours of operation, and the application is seen to be modest in terms of existing licence capacity, and if approved, represents a 1.9% increase to licenced capacity in the evening hours within the vicinity and an increase of 0.2% city wide. Vicinity information is attached as Appendix D.

The hours proposed for licensed service are in keeping with the vast majority of other licenced establishments in the vicinity. Whistle Buoy's proposal and its potential impact on residents in the area is not expected to be significant in terms of contribution to existing conditions in the area. The area is well established as host to a number of licenced venues and the area holds approximately 8% of the City's licenced capacity. While approval will contribute to impacts associated with licenced establishments, the impact is minimal at less than 2%.

City Liquor Licensing Policy

The City's Liquor Licensing Policy directs staff to consider applications for liquor licences having hours of operation not later than 2:00 am. The applicable Council Policy is attached to this report (Appendix E).

The hours of licensed service proposed in this application are within the parameters of the policy.

City Referrals

An inter-departmental review of the project has been undertaken by City staff. The inter-departmental review includes circulation to Planning, Engineering, Community Development, Bylaw, and Police. That review has resulted in the following feedback.

Planning

- The application is supportable as the site is within the Historic Commercial District (Old Town) which envisions a diverse range of active commercial uses and the establishment is zoned appropriately. It also and meets the floor area limitations for the production component associated with the use. Planning has no concerns with the proposed licence application. The use is anticipated in the zone and the patio area is enclosed and on private property, hence it does not affect the public realm.

Engineering

- Transportation related noise impacts or general community impact are not anticipated.

Business and Community Relations

- Business and Community Relations identified the potential issues associated with the proximity of adjacent residences, but also noted the area to be establishment to be host to many licenced establishments. Patios were noted to have more potential to cause noise related impacts to the area and suggested that the patio might close at 11:00pm each day.

Bylaw

- Bylaw identified patios as being a higher potential source for noise related issues.

Police

- Police have also noted the establishment's proximity to residences in the area and have drawn similar attention to the increased potential for noise related issues which could potentially be compounded by the patio. Police identified the area as a well-established destination for a number of licenced establishments. Full Police comments attached separately as Appendix F.

From the perspective of provincial process relative to Food Primaries, midnight can be considered as normal or expected in terms of impacts. LCRB's Food Primary licence category, regardless of occupant load, is not referred to local government for consideration of impacts unless the closing hours are past midnight. This is recognized as a baseline for potential impact associated with the establishment as any Food Primary could occupy the space with no limitations on occupant load and without consideration by local government where hours do not extend beyond midnight.

Community Consultation

In accordance with the City's Liquor Licensing Fee Bylaw and Liquor Licensing Policy, all property owners and occupiers within 100 metres of the applicant's location were solicited by a mailed notice to provide input regarding this application. In addition, Whistle Buoy Brewing Company displayed a notice poster at the entrance for 30 days which invited people to provide input to the City with respect to this application.

A total of eight letters were received, six in support of the application and two expressing concern or opposition. The applicant has also submitted 25 solicited letters of support for the application. Concerns with the application were primarily focused on the noise and other negative behaviours associated with intoxicated persons. The concerns are based on past and current experiences in the area resulting from intoxicated individuals. Correspondence from the Downtown Residents Association DRA was not received. The letters are available in Appendix G.

Applicant Response

As is standard practice as a part of the liquor licence process, after City staff gives input, the applicant has a chance to review the information (and this report) and respond prior to the report being forwarded to Council. After the applicant reviewed City staff comments, the applicant chose to provide additional correspondence related to the staff review. This is available as Appendix H.

In summary, after conducting a review with respect to noise and community impacts and soliciting community views regarding Whistle Buoy Brewing Company's application for a lounge endorsement to be added to their manufacturing license, and having hours of operation from 11:00 am to 12:00 am Thursday – Sunday, 11:00 am to 11:00 pm Monday – Wednesday, and an occupant load of 112 persons, it is considered that the proposal is consistent with current City policy. Therefore, staff recommend that Council consider directing staff to notify the Liquor Licensing Agency that Council supports the application for the addition of a lounge endorsement to the manufacture's license.

IMPACTS

Accessibility Impact Statement

None

Strategic Plan 2015 – 2018

The recommendation to support the application is likely to increase the business viability of the pub, which is consistent with Strategic Plan Objective #5 - *Create Prosperity Through Economic Development*.

Impacts to Financial Plan

None

Official Community Plan

The existing and proposed uses of the lounge endorsement and manufacturing license are consistent with the *Official Community Plan* objectives for this neighbourhood.

CONCLUSIONS


The application for a lounge endorsement to Whistle Buoy Brewing Company's manufacturing license, having hours of operation from 11:00 am to 12:00 am Thursday – Sunday, 11:00 am to 11:00 pm Monday – Wednesday, and an occupant load of 112 persons is not in conflict with the

City's current liquor licensing policy. The area is established as a home to a diverse mix of densified commercial and residential uses. Potential impacts related to the establishment if approved, are therefore more predictable as impacts will be proportional to existing licenced capacity in the area. The establishment has proposed hours common to others in the area, further supporting the conclusion that impact is predicted to be minimal. The site is appropriately zoned for the use and hours of operation are consistent with others in the area, and therefore, staff recommend for Council's consideration that a resolution be made regarding the application and that Council support the application for lounge endorsements for Whistle Buoy Brewing Company.

ALTERNATE MOTION (No Support)

That Council, after conducting a review with respect to noise and community impacts regarding the application to add lounge endorsements to the manufacturing licences of Whistle Buoy Brewing Company, at 63 – 560 Johnson Street, does not support the request for the amendment.

Respectfully submitted,

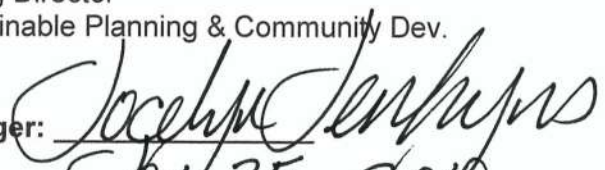

Ryan Morhart
Manager
Permits & Inspections



Andrea Hudson
Acting Director
Sustainable Planning & Community Dev.

Report accepted and recommended by the City Manager:

Date:


Jan 25, 2019

List of Attachments

- Appendix A: Rationale Letter
- Appendix B: Site Map
- Appendix C: Noise District Map
- Appendix D: Vicinity Map
- Appendix E: Council Policy
- Appendix F: Police Comments
- Appendix G: Public Response from 30 day posting
- Appendix H: Applicants Comments
- Appendix I: Provincial Liquor License Types

Letter of Intent

Lounge Endorsement for Whistle Buoy Brewing Company

To Whom It May Concern:

Whistle Buoy Brewing Company Ltd. proposes to be a craft microbrewery and taproom, located in Market Square at the heart of the old town district, in downtown Victoria, BC. The primary focus will be producing and supplying a unique craft beer experience to all patrons, allowing them to drink the freshest beer from the source. Whistle Buoy's indoor taproom will have a capacity of 51 patrons at any one time, allowing the service of taster flights, 14 oz and 20 oz glass options. Whistle Buoy will also serve a local cider, and a few select cocktails for patrons that don't enjoy beer and also those with gluten allergies, along with a variety of local craft non-alcoholic beverages including soda, kombucha and coffee. Whistle Buoy will also provide retail options from the taproom providing pre-bottled beers and fill on demand growler options.

Whistle Buoy will not have a full kitchen, but we will provide pre-packaged food options from local vendors. Our food options will be pre-packaged sandwiches, soft pretzels, baked goods, chips, nuts and meat jerky. The food service will be based on simplicity and sustainability, where we provide only napkins, so waste products are limited. Also, Whistle Buoy will allow patrons to bring their own hot or cold food from outside, we will try and cultivate this behavior by providing local eatery menus as part of the Whistle Buoy's table collateral. There are some great restaurants situated right in market square from a Mexican restaurant "Café Mexico" to a pizzeria "Famoso" providing full menu options for our patrons. Also, we will encourage the food share mobile application "Skip the Dishes" by placing app download information on the table, so customer can have hot or cold food delivered directly to their table.

Whistle Buoy Brewing company will operate seven days a week from 11am to 11pm Monday to Wednesday, and 11am to 12 midnight Thursday to Sunday.

Market Square, Unit 63-560 Johnson St, BC, V8W 3C6
WhistleBuoyBrewing.com



Letter of Intent

Whistle Buoy will have a rectangle patio which will be Approximately 720 Sq. Ft, with an occupancy load of 57. The patio will be fenced in by a 3' aluminum railings fence and will have an entrance width of 5'. The patio will be 12 ft from the main entrance and run parallel with the brewery and taproom. We will operate with point of sale bar service, serving within the main licensed interior taproom. At the point of sale, a staff member will request the desired seating destination and if the patio is requested one of our staff members will transport the beverages to the patio area. Through our staff members high frequency of transporting drinks to the patio and bussing glasses back to the taproom, and due to the clear line of site to the patio from the taproom our staff will be able to maintain and monitor the patios condition at all times. To maintain these desired behaviors and ensure our customers don't bus their own drinks to the patio will take some education, which we intend on delivering through verbal communication at the point of sale, signs at the main entrance and through our table menus. This will ensure a safe and enjoyable experience for all our patrons on the patio and in the taproom.

Whistle Buoy Brewing will play upbeat and contemporary music at a mild decibel level to create ambiance but not to detract from conversation and patron connectivity. We aim to create Whistle Buoy as a real community hub, so we will occasionally put on live music by local solo artists to promote their music and provide the patrons with an authentic experience. We will also occasionally show independent films or documentaries on a projector screen for special events.

The old town district is an architectural gem of the down town Victoria core, made up of primarily commercial space, but with an ever-growing presence of mixed-use multifamily condominiums. The Market Square complex is an enclosed commercial center, made up of retail, bars, restaurants, a small college and office units.

Whistle Buoy Brewing will go to great lengths to avoid any level of disturbances to other commercial tenants and residents in the area. We purchased an additional piece of equipment called a condenser stack which prevents any malt odors from leaving the unit to avoid effecting the surrounding area. We have engineered vents from our boiler to the roof to ensure all combustible gas odors are clear of any and all local pedestrians. Due to our brand and culture, the music genres we will be playing lend themselves to a lower decibel, which is perfect because we wish to encourage conversation and connectivity between our patrons. Our operating hours end at 11pm Monday to Wednesday, and 12 midnight Thursday to Sunday. We intend for Whistle Buoy's patrons to have left the premises, with little to no noise disturbance at a reasonable time. Also, craft beer patrons are well known for enjoying quality over quantity of beer and are more likely to be polite and respectful about noise restrictions.

Market Square, Unit 63-560 Johnson St, BC, V8W 3C6
WhistleBuoyBrewing.com



Letter of Intent

The closest residential building to our location is a 4 story, mixed use multi-family condominium at 595 Pandora. This building is located due East, 70 ft to the rear, through our back wall, so distance, and both our wall and their wall will act as an effective sound barrier. After 9pm we will be diverting all traffic entering and exiting our establishment through the north east exit onto Pandora Ave restricting our patrons from passing directly next to that residential building until they are out on Pandora Ave. Market Square also hires security guards to be on site while businesses are open to prevent noise and mischief.

We believe Whistle Buoy Brewing Company would make a perfect addition to the old town district and to Market Square. Craft Micro Breweries with lounge endorsements have been proven to drive micro economic activity all across British Columbia, with little to no issues. This business could help breath additional life back into the market square complex, creating a greater sense of community.

Thank you very much.

Best regards,

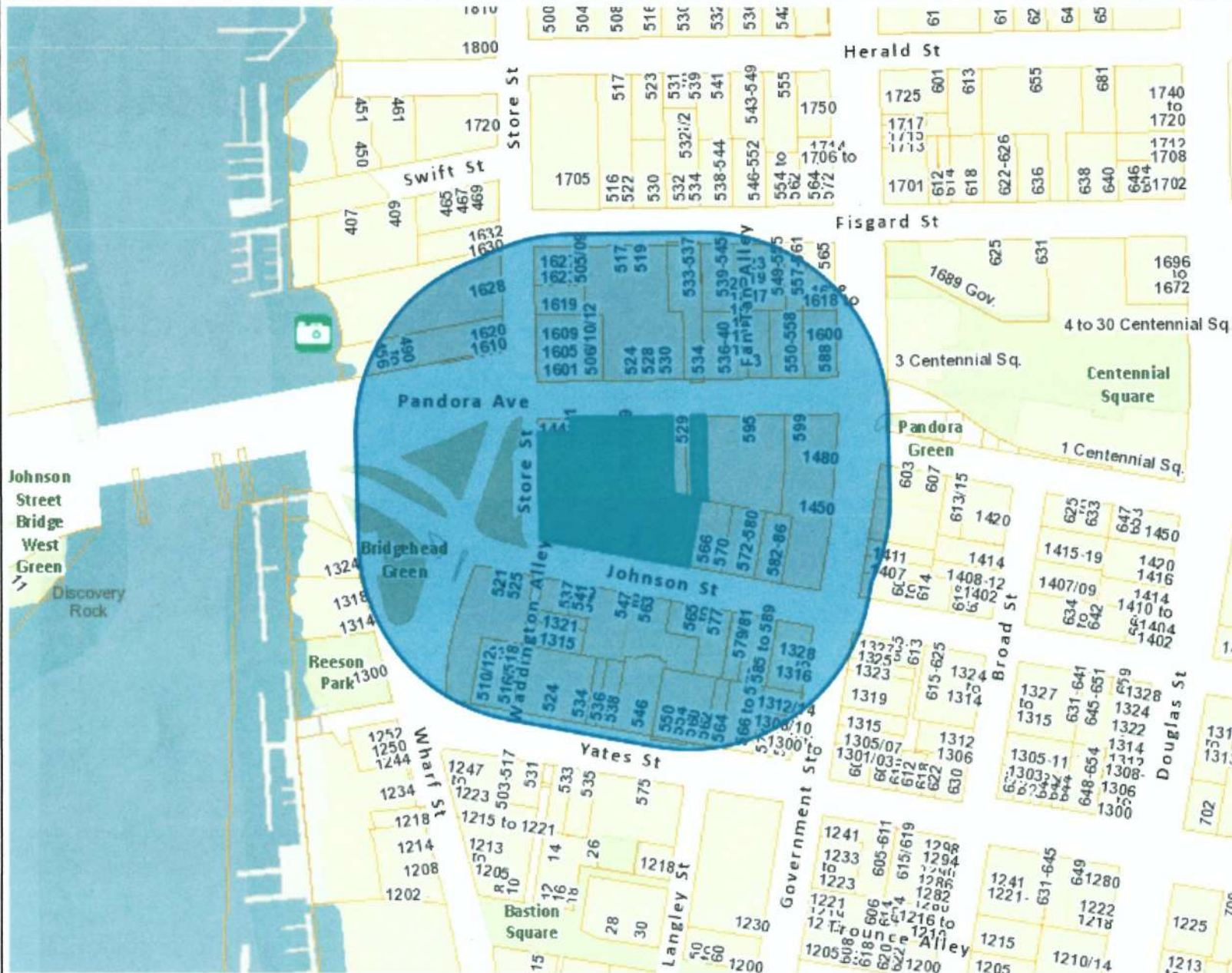
Iwan Williams



Director
1-778-977-0582
Iwan@whistlebuoybrewing.com

Market Square, Unit 63-560 Johnson St, BC, V8W 3C6
WhistleBuoyBrewing.com





Legend

Victoria Parcels

1: 3,162



Notes

Whistle Buoy Brewing Company

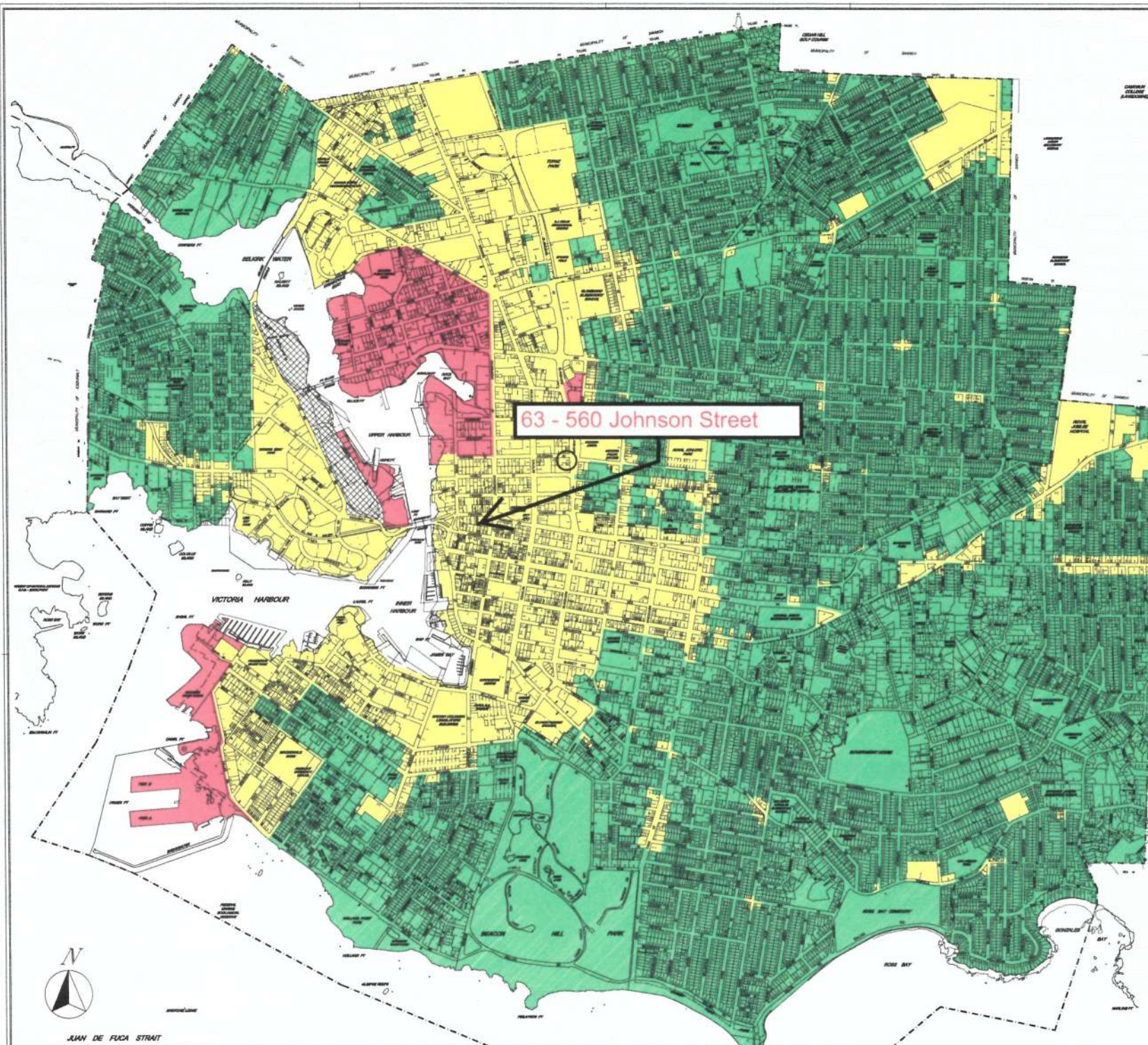
161 0 80 161 Meters

NAD_1983_CSRS_UTM_Zone_10N

Public domain: can be freely printed, copied and distributed without permission.

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. This plan should be field confirmed by the user prior to beginning construction. BC Hydro, Fortis Gas, Telus, and Fibre Optics locations must be confirmed with the appropriate utility. For internal use only. Do not distribute.

City of Victoria Noise District Map



LEGEND

- Quiet District
- Intermediate District
- Harbour Intermediate District
- Activity District

Date: February 17, 2004

Scale: Not to Scale



Ryan Morhart

From: DoNotReply@escribemeetings.com on behalf of eSCRIBE Notification
<DoNotReply@escribemeetings.com>
Sent: Monday, June 18, 2018 3:15 PM
To: Ryan Morhart
Subject: eSCRIBE Task Alert: Motion Arising from the Motion to Postpone to the June 14, 2018 Committee of the Whole meeting the 1199 Government Street - Application for a Permanent Change to Hours of Service for a Food Primary License (0302087) Earl's Restaurant...

This is an automated task reminder from eScribe.

A Task has been assigned to you does not have a due date.

Meeting: **VCC_Jun14_2018**

Agenda Item: **Motion Arising from the Motion to Postpone to the June 14, 2018 Committee of the Whole meeting the 1199 Government Street - Application for a Permanent Change to Hours of Service for a Food Primary License (0302087) Earl's Restaurant (Downtown)**


Due Date: None

Task Description:

That Council direct staff that all future liquor licence applications include a letter from the Police Department attached to the report.

To view the task, please [click here](#).

Please complete the task as soon as possible. Thank you.

	Liquor Licencing Policy
	Page 1 of 2
SUBJECT:	Liquor Licencing Policy
PREPARED BY:	Sustainable Planning and Community Development
AUTHORIZED BY:	City Council
EFFECTIVE DATE:	October 12, 2017
REVIEW FREQUENCY:	Every three years
	REVISION DATE:

A. PURPOSE

The purpose of the City of Victoria's Liquor Licensing Policy is to provide direction to the following parties:

1. Liquor licence applicants on the process and fees associated with City of Victoria review of applications;
2. Liquor Control and Licencing Board (LCBC) on the types of applications that the City will opt-out of providing comment on; and
3. City staff on application review and public notification criteria for those types of liquor licence applications that require review by Council and opportunity for the public to comment.

B. POLICY STATEMENTS

1. This policy applies to liquor license applications in the City of Victoria.:
2. The city will opt out of the review and comment requirements for the following types of applications;
 - a. Liquor Primary with licensed service up to 10:00 pm and having an occupant load less than 31 persons.
 - b. Manufacturer with Lounge Endorsement, Special Event Area, or Picnic Area with licensed service up to 10:00 pm and having an occupant load less than 31 persons.
 - c. A temporary extension to hours of licensed service for all licence types up to 3:00 am on New Year's Eve.
 - d. The addition of an Entertainment Endorsement to any Food Primary with licensed service up to 12:00 am.
3. The City of Victoria generally does not approve the extension of liquor service past 2:00 am, with the exception of New Year's Eve, which allows for service up to 3:00 am. In extraordinary cases, the City may consider short term or one time provisions for allowing liquor service between 2:00 am and 9:00 am to accommodate international sporting or significant cultural events.

C. PROCEDURES

A business engaging in the manufacture, sale or service of liquor must have a City of Victoria Business License to lawfully conduct its businesses.

The provincial government, through the Liquor Control and Licensing Branch, is the first and last point of contact for businesses interested in applying for a liquor licence.

The application process and related fees will be made available to any business or member of the public through the internet or by request.

For any liquor applications where the City of Victoria has not opted out of providing comment, the following provisions apply:

1. Public notification for comment will be placed at the site for a period no less than 30 days.
2. The City will provide public notification through mailed notice to all residents and businesses within a 100 metre radius.
3. The City will provide notification to the applicable community association.
4. When providing comment on an application, the City will include comments on those aspects within the parameters set by LCLB which currently include:
 - a. Noise impacts in the immediate vicinity of the establishment;
 - b. Impact on the community if approved (including the location of the establishment and person capacity and hour of liquor service of the establishment)
 - c. Confirm that the establishment is being operated in a manner that is consistent with its primary purpose (only for food primary)

D. ENFORCEMENT POLICY

Businesses that have a history of non-compliance with local and provincial government bylaws and legislation or re-occurring nuisance issues may be subject to a Good Neighbour Agreement that will be reviewed along with the annual renewal of a business licence. Lack of adherence to this agreement may result in a business licence being revoked. This will be assessed by staff on a case by case basis.

E. REFERENCES

Business License Bylaw (89-071)
Land Use Procedures Bylaw (16-028)
Noise Bylaw (03-012)
Liquor Licensing Fee Bylaw (01-06)

F. REVISION HISTORY

None

Ryan Morhart

From: [REDACTED]
Sent: Wednesday, December 19, 2018 2:20 PM
To: Ryan Morhart
Subject: RE: LL000280 Whistle Buoy Brewing Company Brewery Lounge Endorsement | 63 - 560 Johnson Street

Comments:

The Whistle Buoy Brewing proposal is for Market Square. This part of the downtown core typically is not a source of residential noise complaints given the make-up of the immediate neighbourhood. However, the residential density in the area has been increasing over the past few years. (re-development of 595 Pandora, the "Janion" Building, the "Union" Condos at 528 Pandora) Having said that, our experience is that there is a higher level of noise tolerance in the downtown core – within reason – and within reasonable times.

Although the patio proposal is inside Market Square, we would have some concerns about noise emanating from the square – mostly in those later hours near closing. The proposed closing time of midnight could impact a relatively small number of residential units at 595 Pandora. Consideration should be given to the effects on that residential building, and any other pending residential developments in the immediate area. We would prefer to see earlier closing times for patios for these reasons.

As with any increase in liquor seats/capacity in the downtown core, it has an incremental effect on our resources. It's always difficult to attribute any specific increase in calls for service to any one location – so measuring the effects are a challenge.



Sgt Cliff Watson
 Operational Planning
 Victoria Police Department
 850 Caledonia Ave
 Victoria BC, V8T 5J8
 Office: 250-995-7218

[REDACTED]
 [REDACTED]

[REDACTED]
 [REDACTED]
 [REDACTED]
 [REDACTED]

Ryan Morhart

From: david zappone [REDACTED]
Sent: Friday, December 14, 2018 4:51 PM
To: Ryan Morhart
Subject: 63 - 560 Johnson Street

Hello.

We are owners of a unit in the Morley soda factory, located on Waddington Alley across the street from the proposed brewing company plans. We are concerned about the noise level of an outdoor patio, as well as the loitering that occurs after midnight in the alley. People the day to hang out in the alley, often intoxicated, smoking by the entrance of the building. It is becoming a safety concern, and we therefore oppose the plans outlined in the notice we received (whistle buoy brewing company).

Thank you.

David

Ryan Morhart
Manager, Permits and Inspections
1 Centennial Square
Victoria, BC V8W 1P6

Re: Application for a lounge endorsement for a manufacturing licence / Whistle Buoy Brewing Company, 63-560 Johnson Street (Market Square)

Ryan —

Regarding the above application:

What a great idea. A tasting room that doesn't really compete with existing pubs, that will help breathe badly needed new life into Market Square, and support a unique initiative spearheaded by young, competent, hard-working local entrepreneurs who want to stake their future in this city.

In addition, I've met one of the principals, Isaiah Archer, who has been a brilliant asset for Sitka — another home-grown success. He's also had extensive training for in the Natural Step, which aligns him even more with Victoria's best possible future. Great pairing.

Tempered alcohol consumption, great synergy, a sweet tourist feature, local leadership.

Our household wholeheartedly endorses this application, and wishes the best of luck to Whistle Buoy Brewing and its collective future with Market Square. May they both thrive.

Warmly,



Bill Weaver (and Siobhan Robinsong)



Victoria

Ryan Morhart

From: Gudgeon, William [REDACTED]
Sent: Tuesday, December 4, 2018 10:09 AM
To: Ryan Morhart
Subject: Whistle Buoy Proposal

Hello Mr. Morhart,

I am writing in response to the Whistle Buoy Licence proposal. I am a resident/owner at 303-610 Johnson Street.

I am extremely supportive of the idea. Market Square has the potential to be an exciting neighbourhood space, but is currently totally underutilized. I frequently walk our dog around the neighbourhood – including through the Square – and am constantly disappointed by the lack of excitement and vibrancy. While businesses like the Drake, Hey Happy, and the renovated Café Mexico are a step in the right direction, I feel that Market Square could become a downtown hub.

Increasing pedestrian traffic through the Square would be a boon to local retailers and residents alike, while hopefully mitigating some of the seedier aspects that can creep down Pandora Avenue. I have seen businesses turnover constantly in commercial spaces in the area. Unfortunately, at present, it seems difficult to stretch Victoria's true downtown much past Yates and Government. Lower Johnson is working hard to change this- with some success - but more quality local business can't hurt. I am hopeful that more people frequenting the area will make it difficult for people to get away with the blatant criminality they have been in Centennial Square and in front of the Old Plaza Hotel.

In my opinion, the hours are totally reasonable and will not add significant noise or disruption (given the presence of Swans and the Drake nearby, with later hours). I'm no expert, but I understand there is value to concentrating liquor-primary businesses within certain districts to streamline any costs (clean-up, policing, etc.) thrust upon the City. I note that the recently opened nightclub beside Café Mexico (previously the Social Club) operated much later and has now closed.

All in all, I fully support the proposal and hope to see Whistle Buoy up and running as soon as possible.

Sincerely,

Willie Gudgeon [REDACTED]
 [REDACTED]
 [REDACTED]
 [REDACTED]
 [REDACTED]
 [REDACTED]
 [REDACTED]
 [REDACTED]

Ryan Morhart

From: Ken Sharpe [REDACTED]
Sent: Monday, December 24, 2018 6:51 AM
To: Ryan Morhart
Subject: 63 – 560 Johnson Street (Whistle Buoy Brewing Company) Application

To,
Manager, Permits & Inspections
Sustainable Planning and Community Development Department
1 Centennial Square
Victoria, BC V8W 1P6

Regarding the application for a Lounge Endorsement by the Whistle Buoy Brewing Company at 63 – 560 Johnson Street (Market Square).

This address / location is approximately 120 ft. distance from a multi-family building.

I am very concerned that noise will be an issue, especially with the proposed outdoor (patio) and hours of operation.

This concern is based on past experience with a club located in Market Square. When I made a noise complaint to the owners of Market Sq. I was told they could do nothing about it and the I would have to file a complaint with the city. I did, and the city solved the problem.

Without some assurance from the developer regarding managing noise I am opposed to the application, particularly the outdoor component.

Regards,

Ken Sharpe
212 - 595 Pandora Ave.
Victoria BC



Virus-free. www.avast.com

Ryan Morhart

From: Steven Hurst [REDACTED]
Sent: Tuesday, November 27, 2018 11:34 AM
To: Ryan Morhart
Subject: Whistle Buoy Brewing - 560 Johnson Street re Lounge License

Manager - Permits & Inspections

Further to the posting of notice of the above application, I am in full support of the Lounge Endorsement to a Manufacturing License for the above establishment at the above location.

Thanks.

Steven Hurst
1152 Leonard Street
Victoria, BC
V8V 2S4

Ryan Morhart

From: erin kerr [REDACTED]
Sent: Wednesday, December 12, 2018 7:41 AM
To: Ryan Morhart
Subject: Attn: Manager, Permits and Inspections re Whistle Buoy Brewing Company

To whom it may concern,

I am writing to you in response to a notice that was sent to my residence, 201-1315 Waddington Alley in Victoria regarding an application being submitted to you by the Whistle Buoy Brewing Company.

I wanted to express my support of this license application. I had the pleasure of meeting the founders of Whistle Buoy Brewing when they hosted an informational open house, and was pleasantly surprised with their creativity, thoughtfulness, and commitment to running a sustainable business.

As a long-term Victoria resident and supporter of a vibrant downtown core, it's been discouraging to see more and more empty retail properties over the years. I believe granting opportunities for small local businesses will be vital to ensuring that downtown Victoria remains an inviting, exciting place to both visit and call home.

Thank you for listening to my input, and feel free to contact me for additional comments.

Erin Kerr

1321 Point St.
Victoria, BC
V8S 1A4

December 17, 2018

Manager
Permits and Inspections
1 Centennial Square
Victoria, BC V8W 1P6

Via email: rmorhart@victoria.ca

Re: Application for a lounge endorsement for a manufacturing licence, for Whistle Buoy
Brewing Company, 63 – 560 Johnson Street

Please accept this letter as our input to Victoria City Council on the above application.

We are pleased to offer our full and enthusiastic support to this project. We are very well acquainted with the project and its proponents. One of the partners in Whistle Buoy Brewing is our son, and the others are his long-time friends. This is a group of energetic, thoughtful, environmentally aware, community-minded young people, who are all long-time Victoria residents. They are exactly the type of entrepreneurial people who will help Victoria grow and thrive into the future. They are dedicated to making Victoria their home and doing their part to improve and enhance the quality of life in our community. They believe in sourcing locally to generate positives for local businesses and growers. They are committed to environmental stewardship.

The tasting room and brewery concept is novel in this location and is likely to be a magnet for infusing the Market Square complex, and the downtown core, with energy and vibrancy. Whistle Buoy Brewing will be complementary to other craft breweries in Victoria, adding another innovative creator of fine craft brewing to enhance Victoria's already strong reputation in this area. We believe there is a vital market for their style of creative and innovative product, produced and served in the downtown heritage district of Victoria, providing a unique offering for local patrons as well as the tourist market.

We urge you to approve this application.

Sincerely,


Keith Archer and Lisa Hurst-Archer

Ryan Morhart

From: Janet Kerr [REDACTED]
Sent: Friday, December 21, 2018 10:51 AM
To: Ryan Morhart
Subject: In support of the Application for a Lounge Endorsement 63-560 Johnson St. Victoria

Hello,

In response to your Notice of Application for a Lounge Endorsement for a Manufacturing Licence for Whistle Buoy Brewing Company at 63-560 Johnson Street in Victoria we would like to express our support for this application. We are owners of property within a 100 metre radius of this proposed site and are in favour of it being approved. Thank you for the opportunity to comment.

Kind regards,

Janet and Bruce Kerr

274



NAME

ADDRESS

SIGNATURE

Thomas Barker
 Stephanie Filby
 Luca Ullrich
 Amy Kogel
 Junaki Bhattacharya
 Sammy Kent
 Michael Cech
 Danielle Smertar
 Madeline Collier
 Kyrin Zeit
 TARA CAMPBELL
 Montana Sawyer
 Asti Watson
 Emily Pereira
 Jule Lécasse
 Daniel Ross
 JAMES TRACIE
 Jordan Clarke
 Scott VanWyck
 Matt Phillips
 Martin French
 Elise Hendrickson
 Ashley Wanner
 Barbara Merrick
 Josh Miller
 Megan Doucette
 Julia Tschanz
 Chris Flitt
 Leah Blackburn

Loma Bate
 #128-560 JOHNSON ST
 560 Johnson St
 560 JOHNSON ST #253
 560 Johnson St #253
 560 Johnson St #320
 560 Johnson St #320
 560 Johnson St #320
 23 1/2 Fenton Alley
 560 Johnson St #320
 560 Johnson St #320
 560 Johnson St
 560 Johnson Street #320
 560 Johnson #320
 560 Johnson #320
 560 JOHNSON #320
 560 Johnson #320
 1182 Colville RD
 568 Stacey Lane
 3146 Alder St
 2715 Blackwood St
 1505 Fort St
 1260 B Fort St
 554 Pandora Ave
 556 Pandora Ave
 1653 Oak Bay Ave
 3460 Dunsmuir Drive
 702-3 FAN TAN ALLEY

570 Johnson St,
 116-560 Johnson St
 J. Bhattacharya
 J. Smertar
 J. Collier
 Kyrin Zeit
 TARA CAMPBELL
 Montana Sawyer
 Asti Watson
 Emily Pereira
 Jule Lécasse
 Daniel Ross
 JAMES TRACIE
 Jordan Clarke
 Scott VanWyck
 Matt Phillips
 Martin French
 Elise Hendrickson
 Ashley Wanner
 Barbara Merrick
 Josh Miller
 Megan Doucette
 Julia Tschanz
 Chris Flitt
 Leah Blackburn

Wanner's
GIM



NAME

ADDRESS

SIGNATURE

Steven Edwards

215 Lower Street

[Signature]

[Signature]

1222 Sukyok St

[Signature]

DANIEL LEE

65-560 Johnson

[Signature]

N.M. VIESULAS

62-560 Johnson

[Signature]

ANDY CUNNINGHAM

#5 560 JOHNSON ST

[Signature]

Megan Sandover-Sly

#15 560 Johnson St.

andja green cuisine.com

Megan Sandover-Sly

thriftcraftartsupply.com

[Signature]

AXEL WAGNER

#43 560 Johnson

[Signature]

Neil Ferguson

#45-560 Johnson

[Signature]

Michelle Potentiere

#103-560 Johnson St

[Signature]

Holly Spriggs

#106-560 Johnson St

[Signature]

ANTHONY FRATTAROLI

#110-560 Johnson St.

[Signature]

Katia Lubchenko

#110-560 Johnson St.

[Signature]

Brina

#140-560 Johnson St

[Signature]

[Signature]

[Signature]

PABUM - MOIRA PITTAM

1437 STORE ST

[Signature]

Denny Royal

120-560 Johnson St

[Signature]

[Signature]

1250 68-4725

[Signature]

Shalva Sepinton

[Signature]

[Signature]

[Signature]

120-560 Johnson St

[Signature]

Snasion

572 Johnson St

[Signature]

Little Gold

1041-560 Johnson St

[Signature]

Senny Mack Brianna Ceates

574 Johnson St

[Signature]

MEC With Graentner

1388 1450 Greenwood St.

[Signature]

HEY HAPPY - ROB KETNER

600 Dallas Rd.

[Signature]

Rae Ann Gothe

1235 Johnson St

[Signature]

Wanne Pireish

Market Square, Unit 63-560 Johnson St, Victoria BC

info@whistlebuoybrewing.com



NAME

ADDRESS

SIGNATURE

Nell Ross
C. N. Stuart

421-409 Swift St.
509-409 Swift St.

Manuel Ross
C. (Nell) Stuart

Erin Kerr
Doug Boyd

201-1315 Waddington Hwy
305-648 ^{Victoria BC} HARMES ST

Egg A

NICK ARCHIBALD

2643 (B) PRIOR ST

Allison Archibald

2643 Prior St.

Mano Kaurani

406 LODGE AVE

Rachel Worth-Caplan

844 SWAN ST

Timara Menon

465 Ledge Ave.

Conrad Carrere

#303 1020 Oak St V8V 3Z8

Eric George White

420 McLeish rd V9C 3Z4

Ryan Dawson

102-5200 Johnson

Sterling Soney

1-804 SWAN ST

Conrad

Rachel

Timara

Eric

Ryan

Sterling



Nov 14, 2018

Mayor & Council
Victoria City Hall
1 Centennial Square
Victoria, BC, V8W 1P6

Subject: Letter of Support for Whistle Buoy Brewing Company, Microbrewery and Taproom in Market Square – Manufacturing and Lounge Endorsement License Application

Dear Mayor Helps and Council,

I would like to express my support for the proposed Manufacturing and Lounge endorsement license applications being submitted for Whistle Buoy Brewing Company, the microbrewery and taproom located at 560 Johnson St, Market Square.

I believe that the proposed microbrewery and taproom will be an asset to the community, providing a positive space for people to gather and enjoy fresh local beer.

As a resident and/or property owner in Victoria, I support this business and recognize its potential to provide the community with many long-term benefits.

Thank you for your positive consideration of these applications.

Sincerely,

Name bryanna gillespie

Signature [Handwritten Signature]

Address 551 pandora ave (work)
1261 oscar street (home)

Market Square, Unit 63-560 Johnson St, Victoria BC

info@whistlebuoybrewing.com



Nov 16th, 2018

Mayor & Council
Victoria City Hall
1 Centennial Square
Victoria, BC, V8W 1P6

Subject: Letter of Support for Whistle Buoy Brewing Company, Microbrewery and Taproom in Market Square – Manufacturing and Lounge Endorsement License Application

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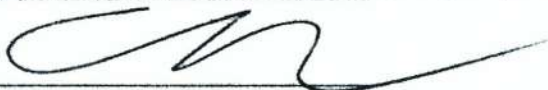
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As a resident and/or property owner in Victoria, I support this business and recognize its potential to provide the community with many long-term benefits.

Thank you for your positive consideration of these applications.

Sincerely,

Name CHRISTIAN BARNARD

Signature 

Address 1315 WADDINGTON ALLEY #301
V8W 0B2

Market Square, Unit 63-560 Johnson St, Victoria BC

info@whistlebuoybrewing.com



Nov 24th, 2018

Mayor & Council
Victoria City Hall
1 Centennial Square
Victoria, BC, V8W 1P6

Subject: Letter of Support for Whistle Buoy Brewing Company, Microbrewery and Taproom in Market Square – Manufacturing and Lounge Endorsement License Application

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As a resident and/or property owner in Victoria, I support this business and recognize its potential to provide the community with many long-term benefits.

Thank you for your positive consideration of these applications.

Sincerely,

Name MOIRA PITTAM.

Signature Maira Pittam

Address 1437 STORE ST.

Market Square, Unit 63-560 Johnson St, Victoria BC

Info@whistlebuoybrewing.com



Nov 4th, 2018

Mayor & Council
Victoria City Hall
1 Centennial Square
Victoria, BC, V8W 1P6

Subject: Letter of Support for Whistle Buoy Brewing Company, Microbrewery and Taproom in Market Square – Manufacturing and Lounge Endorsement License Application

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As a resident and/or property owner in Victoria, I support this business and recognize its potential to provide the community with many long-term benefits.

Thank you for your positive consideration of these applications.

Sincerely,

Name TRICIA BOWDEN.

Signature P. M. Bowden

Address GLOBAL VILLAGE STORE
527 PANDORA.

Market Square, Unit 63-560 Johnson St, Victoria BC

info@whistlebuoybrewing.com



Nov 14th, 2018

Mayor & Council
Victoria City Hall
1 Centennial Square
Victoria, BC, V8W 1P6

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As a resident and/or property owner in Victoria, I support this business and recognize its potential to provide the community with many long-term benefits.

Thank you for your positive consideration of these applications.

Sincerely,

Name Maria DeCusolano

Signature [Handwritten Signature]

Address Global Village Store,

Market Square, Unit 63-560 Johnson St, Victoria BC

info@whistlebuoybrewing.com



Nov 16th, 2018

Mayor & Council
Victoria City Hall
1 Centennial Square
Victoria, BC, V8W 1P6

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As a resident and/or property owner in Victoria, I support this business and recognize its potential to provide the community with many long-term benefits.

Thank you for your positive consideration of these applications.

Sincerely,

Name Katherine Murray

Signature K Murray

Address 539 Pandora Ave
Victoria BC V8W 1N5

Market Square, Unit 63-560 Johnson St, Victoria BC

info@whistlebuoybrewing.com



November 14, 2018

Mayor & Council
Victoria City Hall
1 Centennial Square
Victoria, BC, V8W 1P6

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As a resident and/or property owner in Victoria, I support this business and recognize its potential to provide the community with many long-term benefits.

Thank you for your positive consideration of these applications.

Sincerely,

Name Ryan Bongma

Signature [Handwritten Signature]

Address 1416 Edgeware Rd
Victoria, BC

Market Square, Unit 63-560 Johnson St, Victoria BC

info@whistlebuoybrewing.com



Nov 14, 2018

Mayor & Council
Victoria City Hall
1 Centennial Square
Victoria, BC, V8W 1P6

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As a resident and/or property owner in Victoria, I support this business and recognize its potential to provide the community with many long-term benefits.

Thank you for your positive consideration of these applications.

Sincerely,

Name Charlotte Karmel

Signature Ckarmel.

Address 533 Pandora Ave.

Market Square, Unit 63-560 Johnson St, Victoria BC

info@whistlebuoybrewing.com



Nov 14th, 2018

Mayor & Council
Victoria City Hall
1 Centennial Square
Victoria, BC, V8W 1P6

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As a resident and/or property owner in Victoria, I support this business and recognize its potential to provide the community with many long-term benefits.

Thank you for your positive consideration of these applications.

Sincerely,

Name Shannon Stead

Signature [Handwritten Signature]

Address 529 Pandora Ave
V8W 1N8

Market Square, Unit 63-560 Johnson St, Victoria BC

info@whistlebuoybrewing.com



Nov 14, 2018

Mayor & Council
Victoria City Hall
1 Centennial Square
Victoria, BC, V8W 1P6

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As a resident and/or property owner in Victoria, I support this business and recognize its potential to provide the community with many long-term benefits.

Thank you for your positive consideration of these applications.

Sincerely,

Name Holly Spriggs

Signature Holly Spriggs

Address 106-560 Johnson St

Market Square, Unit 63-560 Johnson St, Victoria BC

info@whistlebuoybrewing.com



Nov 14th, 2018

Mayor & Council
Victoria City Hall
1 Centennial Square
Victoria, BC, V8W 1P6

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As a resident and/or property owner in Victoria, I support this business and recognize its potential to provide the community with many long-term benefits.

Thank you for your positive consideration of these applications.

Sincerely,

Name Sean Henderson

Signature 

Address 1206 Queens Ave
Victoria BC

Market Square, Unit 63-560 Johnson St, Victoria BC

info@whistlebuoybrewing.com



Nov 14th, 2018

Mayor & Council
Victoria City Hall
1 Centennial Square
Victoria, BC, V8W 1P6

Subject: Letter of Support for Whistle Buoy Brewing Company, Microbrewery and Taproom in Market Square – Manufacturing and Lounge Endorsement License Application

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As a resident and/or property owner in Victoria, I support this business and recognize its potential to provide the community with many long-term benefits.

Thank you for your positive consideration of these applications.

Sincerely,

Name Michelle Potentier

Signature *MP*

Address 103-560 Johnson St.

Market Square, Unit 63-560 Johnson St, Victoria BC

info@whistlebuoybrewing.com



Nov, 14, 2018

Mayor & Council
Victoria City Hall
1 Centennial Square
Victoria, BC, V8W 1P6

Subject: Letter of Support for Whistle Buoy Brewing Company, Microbrewery and Taproom in Market Square – Manufacturing and Lounge Endorsement License Application

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As a resident and/or property owner in Victoria, I support this business and recognize its potential to provide the community with many long-term benefits.

Thank you for your positive consideration of these applications.

Sincerely,

Name Neil A. Ferguson

Signature [Handwritten Signature]

Address #45-560 Johnson St.



Nov 14th; 2018

Mayor & Council
Victoria City Hall
1 Centennial Square
Victoria, BC, V8W 1P6

Subject: Letter of Support for Whistle Buoy Brewing Company, Microbrewery and Taproom in Market Square – Manufacturing and Lounge Endorsement License Application

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As a resident and/or property owner in Victoria, I support this business and recognize its potential to provide the community with many long-term benefits.

Thank you for your positive consideration of these applications.

Sincerely,

Name SCOTT RANTON

Signature *Scott Ranton*

Address 450 SWIFT STREET

Market Square, Unit 63-560 Johnson St, Victoria BC

info@whistlebuoybrewing.com



Nov 21, 2018

Mayor & Council
Victoria City Hall
1 Centennial Square
Victoria, BC, V8W 1P6

Subject: Letter of Support for Whistle Buoy Brewing Company, Microbrewery and Taproom in Market Square – Manufacturing and Lounge Endorsement License Application

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As a resident and/or property owner in Victoria, I support this business and recognize its potential to provide the community with many long-term benefits.

Thank you for your positive consideration of these applications.

Sincerely,

Name Sterling Saneys

Signature [Handwritten Signature]

Address 1-864 SWW ST VIL. BC

Market Square, Unit 63-660 Johnson St, Victoria BC

info@whistlebuoybrewing.com



Nov 21, 2018

Mayor & Council
Victoria City Hall
1 Centennial Square
Victoria, BC, V8W 1P6

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As a resident and/or property owner in Victoria, I support this business and recognize its potential to provide the community with many long-term benefits.

Thank you for your positive consideration of these applications.

Sincerely,

Name Ryan Dawson

Signature [Signature]

Address 102-560 Johnson St

Market Square, Unit 63-560 Johnson St, Victoria BC

info@whistlebuoybrewing.com



Nov 21, 2018

Mayor & Council
Victoria City Hall
1 Centennial Square
Victoria, BC, V8W 1P6

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As a resident and/or property owner in Victoria, I support this business and recognize its potential to provide the community with many long-term benefits.

Thank you for your positive consideration of these applications.

Sincerely,

Name Lacy Brandt

Signature [Handwritten Signature]

Address 3144 Balfour Ave

Market Square, Unit 63-560 Johnson St, Victoria BC

info@whistlebuoybrewing.com



Nov 21, 2018

Mayor & Council
Victoria City Hall
1 Centennial Square
Victoria, BC, V8W 1P6

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Dear Mayor Helps and Council,

I would like to express my support for the proposed Manufacturing and Lounge endorsement license applications being submitted for Whistle Buoy Brewing Company, the microbrewery and taproom located at 560 Johnson St, Market Square.

I believe that the proposed microbrewery and taproom will be an asset to the community, providing a positive space for people to gather and enjoy fresh local beer.

As a resident and/or property owner in Victoria, I support this business and recognize its potential to provide the community with many long-term benefits.

Thank you for your positive consideration of these applications.

Sincerely,

Name Eric White

Signature 

Address 4240 Metchesin rd
V8C-3Z4

Market Square, Unit 63-560 Johnson St, Victoria BC

info@whistlebuoybrewing.com



Nov. 21st, 2018

Mayor & Council
Victoria City Hall
1 Centennial Square
Victoria, BC, V8W 1P6

Subject: Letter of Support for Whistle Buoy Brewing Company, Microbrewery and Taproom in Market Square – Manufacturing and Lounge Endorsement License Application

Dear Mayor Helps and Council,

I would like to express my support for the proposed Manufacturing and Lounge endorsement license applications being submitted for Whistle Buoy Brewing Company, the microbrewery and taproom located at 560 Johnson St, Market Square.

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Thank you for your positive consideration of these applications.

Sincerely,

Name Tamara Monod

Signature [Handwritten Signature]

Address 965 Lodge Ave.
Victoria BC V8X 3A9

Market Square, Unit 63-680 Johnson St, Victoria BC

info@whistlebuoybrewing.com



21 Nov, 2018

Mayor & Council
Victoria City Hall
1 Centennial Square
Victoria, BC, V8W 1P6

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Thank you for your positive consideration of these applications.

Sincerely,

Name Rachel Worth-Cappell

Signature Rachulwc

Address 864 Swan street

Market Square, Unit 63-660 Johnson St, Victoria BC

info@whistlebuoybrewing.com



Nov 21, 2018

Mayor & Council
Victoria City Hall
1 Centennial Square
Victoria, BC, V8W 1P6

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As a resident and/or property owner in Victoria, I support this business and recognize its potential to provide the community with many long-term benefits.

Thank you for your positive consideration of these applications.

Sincerely,

Name Conrad Carriere

Signature [Handwritten Signature]

Address #303-1030 Cook St
Victoria BC V8V 3Z8

Market Square, Unit 63-560 Johnson St, Victoria BC

info@whistlebuoybrewing.com



Nov 24, 2018

Mayor & Council
Victoria City Hall
1 Centennial Square
Victoria, BC, V8W 1P6

Subject: Letter of Support for Whistle Buoy Brewing Company, Microbrewery and Taproom in Market Square – Manufacturing and Lounge Endorsement License Application

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As a resident and/or property owner in Victoria, I support this business and recognize its potential to provide the community with many long-term benefits.

Thank you for your positive consideration of these applications.

Sincerely,

Name Momo KAGITANI

Signature [Handwritten Signature]

Address 566 Lodge ave

Market Square, Unit 63-660 Johnson St, Victoria BC

info@whistlebuoybrewing.com



Nov. 21, 2018

Mayor & Council
Victoria City Hall
1 Centennial Square
Victoria, BC, V8W 1P6

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As a resident and/or property owner in Victoria, I support this business and recognize its potential to provide the community with many long-term benefits.

Thank you for your positive consideration of these applications.

Sincerely,

Name

Bolette (Nagy) Stuart

Signature

C. Nagy Stuart

Address

509. 409 Sw. St. St.

Innovation!! in our growing city

Market Square, Unit 63-560 Johnson St, Victoria BC

info@whistlebuoybrewing.com



Nov 21, 2018

Mayor & Council
Victoria City Hall
1 Centennial Square
Victoria, BC, V8W 1P6

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As a resident and/or property owner in Victoria, I support this business and recognize its potential to provide the community with many long-term benefits.

Thank you for your positive consideration of these applications.

Sincerely,

Name Nell Ross

Signature Maureen Ross

Address 421-409 Swift St

P.S. This is a really great concept, every community minded. Let's do it!

Market Square, Unit 63-560 Johnson St, Victoria BC

info@whistlebuoybrewing.com



Nov 21, 2018

Mayor & Council
Victoria City Hall
1 Centennial Square
Victoria, BC, V8W 1P6

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As a resident and/or property owner in Victoria, I support this business and recognize its potential to provide the community with many long-term benefits.

Thank you for your positive consideration of these applications.

Sincerely,

Name

Doug Bayd

Signature

D/B

Address

305-648 Herold St.

Market Square, Unit 63-560 Johnson St, Victoria BC

Info@whistlebuoybrewing.com



Mayor, Council & Staff
 Victoria City Hall
 1 Centennial Square
 Victoria, BC, V8W 1P6

Dear Mayor Helps, Council & Staff,

Thank you very much for reviewing Whistle Buoy Brewing Company's Lounge Endorsement Application.

While reviewing the recommendation package and associated letters prepared by staff we observed one perceived point of concern. We believe the outdoor patio will not present any noise issues for the reasons below:

1. The patio is located within the main square in front of the unit, surrounded on all four side by commercial units, creating a physical barrier which will restrict the travel of sound to residences located outside the square.
2. The Victoria climate between October and March restricts the usage of patios, with the exception of the odd occurrence, so automatically 6 months of the year has potentially no patio noise. The summer months between April and September are limited to a peak sunset of 9:45pm, which inherently limits patron's usage and interest in patios to 10/10:30 pm, naturally abating patio noise earlier than our licensed closing hours.
3. Whistle Buoy Brewing company's taproom and patio will operate with a café style culture and relaxed atmosphere, lending itself to lower decibels.
4. Craft beer drinkers are known for respectful behavior regarding noise control.
5. Whistle Buoy Brewing Company will put in place noise reducing measures to prompt, promote and encourage lower decibel behaviors from patrons when entering and exiting the establishment
 - Signage: encouraging the quiet exiting of the taproom and patio areas, to be respectful to our neighbors.
 - Exiting directions: channeling patrons when leaving, through an exit which limits the noise conflict for residential neighbors.

Thank you for your consideration.

Best regards,

Iwan Williams

Director
 1-778-977-0582
 iwan@whistlebuoybrewing.com

Market Square, Unit 63-560 Johnson St, Victoria BC

info@whistlebuoybrewing.com

Types of Liquor Licences Issued in the Province of British Columbia

Last updated: October 5, 2017

The Liquor Control and Licensing Branch (LCLB) supervises over 10,200 licensed establishments and over 25,000 temporary special events per year in B.C.

The purpose of this document is to give a broad understanding of the types of liquor licences issued in B.C. Visit the LCLB's website at www.gov.bc.ca/liquorregulationandlicensing and the hyperlinks below for the most up to date information.

Licences:

[Agent](#) – for independent liquor agents who market products from liquor manufacturers outside of B.C.

[Catering](#) – for catering companies who wish to serve liquor in addition to food, with food service as the primary purpose.

[Food Primary](#) – for businesses where the primary purpose is to serve food (such as restaurants).

A Patron Participation Endorsement is an additional term and condition on a food primary licence that permits the active involvement of patrons in entertainment or results in patrons leaving their seats, such as dancing or karaoke. An application for this endorsement requires additional considerations beyond the routine assessment of an initial application. To ensure that community concerns about noise, nuisance and other impacts are considered, input from local government or First Nation authorities is required before patron participation entertainment will be approved for a food primary establishment.

[Liquor Primary](#) – for businesses where the primary purpose is to sell liquor (such as bars, pubs, and nightclubs, as well as stadiums, theatres, aircraft, etc.). Liquor primary licences are also for businesses that wish to serve liquor as an additional service to their primary business (such as spas, salons, art galleries, etc.)

Liquor Primary Club – a sub-class of the liquor primary licence for private clubs. To be eligible to apply, the club must be a society registered under the provincial Societies Act or a non-profit or veterans organization incorporated by special act of parliament. LP Clubs must have at least 50 members who pay annual fees. The service area of an LP Club is restricted to members and guests only.

[Manufacturer](#) – for businesses making wine, cider, beer (this includes brew pubs), or spirits (known as wineries, breweries, and distilleries). Manufacturers can also apply to add a lounge, special event area, and/or picnic area endorsement to their manufacturer licence.

[UBrew/UVin \(Ferment-on-Premises\)](#) – for businesses that sell ingredients, equipment and provide advice for customers to make their own beer, wine, cider or coolers.

[Licensee Retail Store*](#) – for selling liquor by the bottle at retail stores (often called private liquor stores).

[Wine Store*](#) – for wine stores including winery-operated stores, independent wine stores, VQA stores and tourist wine stores.

[Special Wine Store](#) – available to eligible grocery stores only, the special wine store licence permits the sale of 100% BC wine on grocery store shelves.

**No new licences are available at this time.*

Permits:

[Special Event Permit](#) – for individuals and groups holding special events (such as community celebrations, weddings or banquets).

[Ethyl Alcohol Purchase Permit](#) – for purchasing ethyl alcohol for commercial and industrial use.

[Charitable Auction Permit](#) – for registered charities and non-profit organizations that wish to hold liquor auctions to raise funds for a charitable purpose.

What is the difference between a food primary and a liquor primary licence?

A food primary licence is issued when the primary purpose of the business is the service of food (such as restaurants and cafes). A liquor primary licence is issued when the primary purpose of the business is the service of liquor, hospitality or entertainment (such as bars, pubs, spas, and art galleries).

The approval process is different for both types of licences, with the process for liquor primaries being more involved. Minors are generally prohibited from liquor primary establishments, unless the licence specifically allows them.

Additional Resources:

[Forms](#) – access to all LCLB forms, including application forms and licence change forms.

[Frequently Asked Questions](#) – answers to common liquor-related questions.

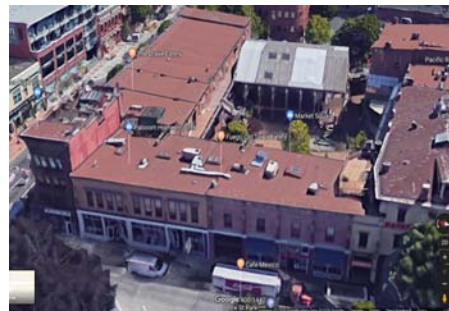
[Licensed Establishment Locations](#) – a list of all licensed establishments in B.C.

[Publications & Resources](#) – access to the licensee terms and conditions handbooks, public consultations, and the Local Government/First Nations Guide page and more.

LCRB Application

Lounge Endorsement for a Manufacturing Licence

Whistle Buoy Brewing Company, 63 – 560 Johnson Street



Liquor and Cannabis Regulation Branch (LCRB)

- Restaurants
- Bars
- Pubs Retailers
- Manufacturers and
- Special Events.



LCRB Approvals

- Criminal Background Checks
- Local Government

Municipal Input	: potential for noise
Public Input	: potential for impact on the community, and
- Occupant Load Approvals



Local Government

Staff Review:

- Police, Bylaw, Planning, Business and Community Relations and Engineering
- Zoning regulation, liquor policy and the Liquor Licencing Fee Bylaw

Public Notification and Comment:

- Notice Posted at entrance to establishment
- Mailed Notice to within 100m of establishment
- 30 days to provide comment

Local Government provides a resolution with comment on:

- Potential for Noise
- Potential for Impact on the Community, and



LCRB Application

LICENCE TYPE	
PROPOSED	LOUNGE ENDORSEMENT FOR A BREWING MANUFACTURERS LICENCE
OCCUPANT LOAD	
PROPOSED	112 PERSONS
LICENSED HOURS OF OPERATION	
PROPOSED	11:00 am to 12:00 am Thursday – Sunday, 11:00 am to 11:00 pm Monday – Wednesday



Staff Review and Public Comment

Staff Review:

- The proposal is consistent with anticipated uses in the area
- Police and Bylaw note the potential for noise related issues due to the establishments proximity to residences in the area.

Public Comment:

- Six letters were received in support of the application and two in opposition to the application, and the Downtown Resident's Association did not provide correspondence. The applicant has also solicited and provided an additional 25 letters of support.



Recommendation

That Council direct staff to notify the Liquor and Cannabis Regulation Branch that Council supports the application to have a lounge endorsement added to the manufacturing license for a brewery, having hours of operation from 11:00 am to 12:00 am Thursday – Sunday, 11:00 am to 11:00 pm Monday – Wednesday, and an occupant load of 112 persons.





Committee of the Whole Report

For the Meeting of January 31, 2019

To: Committee of the Whole **Date:** January 15, 2019

From: Andrea Hudson, Acting Director, Sustainable Planning and Community Development

Subject: Development Variance Permit No. 00214 for 3147 Douglas Street

RECOMMENDATION

That Council, after giving notice and allowing an Opportunity for Public Comment at a meeting of Council, consider the following motion:

"That Council authorize the issuance of Development Variance Permit Application No. 00214 for 3147 Douglas Street, in accordance with:

1. Plans date stamped September 17, 2018.
2. The following variances to the Sign Bylaw:
 - i. Vary the size of the maximum permitted sign area from 9m² to:
 - a. 36.9m² for "Mayfair" sign (fronts Douglas Street)
 - b. 21.71m² for "Indigo" sign (fronts Douglas Street)
 - c. 21.71m² for "Indigo" sign (fronts Finlayson Street)
 - d. 13.83m² for "Indigo Kids" sign (fronts Douglas Street)
 - e. 25.33m² for "SportChek" sign (fronts Douglas Street)
 - f. 14.73m² for "SportChek" sign (fronts Tolmie Avenue)
 - g. 26.52m² for future tenant sign (fronts Douglas Street)
 - ii. Vary the total sign allowance area from 73m² to 131m² along Douglas Street.
3. The Development Permit lapsing two years from the date of this resolution."

LEGISLATIVE AUTHORITY

In accordance with Section 498 of the Local Government Act, Council may issue a Development Variance Permit that varies other land use regulation powers provided such permit does not vary the use or density of land from that specified in the Zoning Regulation Bylaw.

EXECUTIVE SUMMARY

The purpose of this report is to present Council with information, analysis and recommendations for a Development Variance Permit Application for the proposed new signage on the exterior of Mayfair Mall located at 3147 Douglas Street. The recent expansion and improvements to Mayfair Mall have resulted in a need for new and additional signage. This signage is regulated

by the Sign Bylaw and does so through limitations in individual and cumulative area allowances specifying the typography of signage within defined areas throughout the City and limits the quantities of certain sign types. The proposed signage includes seven (7) new signs, each in excess of 9m², as well as, free-standing signage in excess of that permitted per building frontage.

The Sign Bylaw limits the cumulative sign area on each building frontage as a function of an assigned ratio applied to business' building frontage. Based on this criterion, the cumulative sign allowance on Douglas Street is 73m². The proposed cumulative sign area along Douglas Street is 131m².

Lastly, the Sign Bylaw permits one freestanding sign per street frontage. The proposal includes three (3) freestanding signs along Douglas Street; two (2) along Finlayson Street and two (2) along Tolmie Avenue. Given the policies outlined in the Burnside Gorge Neighbourhood Plan regarding place-making and public realm, and the importance of enhancing the pedestrian and human scale experience along streets, staff have concerns about the number of large freestanding signs being proposed along street frontages (over 2.4m/8ft. high). In addition, there would be minimal information on these proposed signs and would be predominantly blank surfaces. The recommendation for Council's consideration does not support the proposed variances to increase the number of free-standing signs on each street frontage; however, an alternate motion has been provided should Council support these variances.

Staff generally support these variances as the signage scales appropriately in context of each building elevation, thereby, making its size seemingly appropriate.

BACKGROUND

Description of Proposal

The proposed signage requires the following variances

- building fascia signs greater than the maximum permitted area of 9m²
- cumulative signage area exceeding permitted total building fascia signage area along Douglas Street
- more than 1 free standing sign on a building frontage.

Specifically:

(a) Building fascia sign areas on:

West building face (Douglas Street)

- 36.9m² for "Mayfair" sign
- 26.52m² for future tenant signage
- 25.33m² for "SportChek" sign
- 21.71m² for "Indigo" sign
- 13.8 m² for "Indigo Kids" sign

South building face (Finlayson Street)

- 21.71m² for "Indigo" sign

North building face (Tolmie Avenue)

- 14.73m² for "SportChek" sign.

(b) Total Building Signage Area along Douglas Street is 131m²:

Sign Description	Area (m ²)
Blank Tenant ID sign	3.72
"Hudson's Bay"	9.7
"Hudson's Bay"	2.75
Blank Tenant ID sign	5.57
"Starbucks Coffee"	5.57
"Indigokids"	13.83
"Indigo"	21.71
"TD"	3.25
Blank Anchor Tenant ID sign	26.52
Blank Tenant ID sign	3.25
Blank Tenant ID sign	3.25
"SportChek"	25.33
Blank Tenant ID sign	3.25
Blank Tenant ID sign	3.25
TOTAL	130.95

(c) More than one free-standing sign per street frontage is proposed in the following locations.

- Douglas Street
 - 2 x "Mayfair Mall" (new signs) (3.06m² & 6.60m²)
 - 1 x multi-tenant (new sign) (6.60m²)
- Finlayson Street
 - 2 x "Mayfair Mall" (new signs) (5.31m²)
- Tolmie Avenue
 - 1 x "Mayfair Mall" (existing sign) (9.41m²)
 - 1 x "Mayfair Mall" (new sign) (3.06m²).

Community Consultation

Consistent with the *Community Association Land Use Committee (CALUC) Procedures for Processing Rezoning and Variances Applications*, on August 9, 2018 the application was referred for a 30-day comment period to the CALUC. No comments were received in response from the CALUC.

This application proposes variances, therefore, in accordance with the City's Land Use Procedures Bylaw, it requires notice, sign posting and a meeting of Council to consider the variances.

ANALYSIS

The recent expansion to Mayfair Mall includes new anchor tenants and other new, smaller tenants, and the building owner is proposing external building signage including fascia signs and free-standing signage. The proposed signage is also a result of work to modernize the building exterior as a part of the expansion project and the proposed signage

While the overall proposal has been described in technical detail, the proposal can be categorized into three main areas, each requiring variances. The variances include signs in excess of 9m², cumulative allowance being exceeded, and the amount of individual freestanding signs per frontage.

The Sign Bylaw limits fascia sign areas to 9m²; the proposal includes seven (7) fascia signs, each greater than 9m². Consideration has been given to the size of the building and site, as well as, setbacks from the street and the building's purpose as a retail destination. The size of individual signs is considered appropriate in proportion and scale and provides some visual interest to the building by breaking-up the large blank walls.

The sign bylaw restricts the cumulative amount of fascia signage; this is a function of linear frontage and an applied ratio. The cumulative fascia signage area is exceeded along Douglas Street. The Sign Bylaw limits the cumulative fascia display area to 73m² and the proposed fascia area is 131m². The proposed signage is compatible in context of each elevation as it is proportionate to the size of the building and is moderate in terms of its impact to the street.

The Sign Bylaw restricts freestanding signage to one (1) per street frontage. Two (2) freestanding signs have been proposed for both Finlayson Street and Tolmie Avenue, and three (3) freestanding signs are proposed along Douglas Street. Given the policies outlined in the Burnside Gorge Neighbourhood Plan regarding place-making and public realm, and the importance of enhancing the pedestrian and human scale experience along streets, staff have concerns with the number of large freestanding signs being proposed along street these frontages (over 2.4m/8ft high). In addition, there would be minimal information on these proposed signs and would be predominantly blank surfaces. The recommendation for Council's consideration does not support the proposed variances to increase the number of free-standing signs on each street frontage; however, an alternate motion has been provided should Council support these variances.

While the proposed signage requires multiple variances, the overall proposal is supportable in consideration of the size of the parcel, the purpose of the building as a retail destination and the size of the building. The proposed building signage appears to be scaled well in context of each elevation and is thought to have a modest impact to the street frontages, and is seemingly appropriate, indicative of the retail activities inside.

CONCLUSIONS

Staff generally supports the variances associated with the signage on the building given the function, location and size of the building; however, staff have concerns regarding the number of large free-standing signs being proposed on the three street frontages. The current Sign Bylaw permits one free-standing sign on each frontage and the recommendation for Council's consideration reflects the requirements in the current bylaw.

ALTERNATE MOTIONS

OPTION ONE

That Council, after giving notice and allowing an opportunity for public comment at a meeting of Council, consider the following motion:

"That Council authorize the issuance of Development Variance Permit Application No. 00214 for 3147 Douglas Street, in accordance with:

1. Plans date stamped September 17, 2018.
2. The following variance to the Sign Bylaw
 - i. Vary the size of the maximum permitted sign area from 9m² to:
 - a. 36.9m² for "Mayfair" sign (fronts Douglas Street)
 - b. 21.71m² for "Indigo" sign (fronts Douglas Street)
 - c. 21.71m² for "Indigo" sign (fronts Finlayson Street)
 - d. 13.83m² for "Indigo Kids" sign (fronts Douglas Street)
 - e. 25.33m² for "SportChek" sign (fronts Douglas Street)
 - f. 14.73m² for "SportChek" sign (fronts Tolmie Avenue)
 - g. 26.52m² for future tenant sign (fronts Douglas Street).
 - iii. Vary the total sign allowance area from 73m² to 131m² along Douglas Street
 - iv. Vary the number of free-standing signs on each frontage from one (1) to:
 - a. three (3) freestanding signs along Douglas Street
 - b. two (2) freestanding signs along Finlayson Street
 - c. two (2) freestanding signs along Tolmie Street.
3. The Development Permit lapsing two years from the date of this resolution."

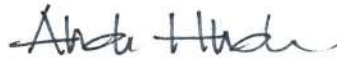
OPTION TWO

That Council decline Development Variance Permit Application No. 00214 for the property located at 3147 Douglas Street.

Respectfully submitted,



Calvin Gray, P.Eng.
Chief Building and Plumbing Inspector
Permits and Inspections



Andrea Hudson, Acting Director
Sustainable Planning and Community
Development Department

Report accepted and recommended by the City Manager:



Date:

Jan 25, 2019

List of Attachments:

- Attachment A: Letter from applicant dated November 21, 2018
- Attachment B: Plans date stamped January 15, 2019.

Nov 21, 2018

Dear City of Victoria;



Please accept this application for a Variance to allow the installation of 5 oversized wall signs and a total of 7 ground signs. In order to address any possible concerns, we have prepared this letter of rationale which I hope you will consider.

FASCIA SIGNS: The City of Victoria Bylaw States:

- **33- (2) A fascia sign shall not have a display surface exceeding 9 m2 (96.88 sq ft)**
 - 1x "Mayfair" sign is oversized with the dimension of 16.73m x 2.21m (**36.94 sq m**)
 - 2x "Indigo" signs are oversized with the dimension of 6.54m x 3.32m (**21.71 sq m**).
(West and South)
 - 1x "Indigo Kids" sign is oversized with the dimensions of 5.67m x 2.45m (**13.83 sq m**)
 - 2x "SportChek" signs are oversized with the dimensions of;
 - 8.88m x 2.85m (**25.33 sq m** - West) and;
 - 6.88m x 2.14m (**14.73 sq m** - North)
 - 1x Future Anchor Tenant sign is oversized with the dimensions of 9.14m x 2.9m (**26.52 sq m**)
 - West elevation exceeds max tenant sign area: 130.96 sq m proposed – 71 sq m allowed
 - The North elevation tenants use just 31.4 sq m of the 72.5 sq m allowance
 - The East elevation tenants use just 51.7 sq m of the 71 sq m allowance
 - The South elevation tenants use just 70.8 sq m of the 72.5 sq m allowance

We are requesting that fascia signs at Mayfair mall be allowed larger than what the sign bylaw permits. The proposed signage is appropriately sized given the setbacks from the street as well as the scale of the building. The additional sign area for the West elevation has been taken from the remaining allowances for the other the elevations. (60.1 sq m total leftover sign area on the North, East, and South elevations.) leaving a total site (combined) un-used sign allowance of 2.14 sq m.

FREESTANDING SIGNS: The City of Victoria Sign Bylaw States:

- **17-(3) A person shall not erect more than one free-standing sign on the street frontage of a building.**
 - Sign 2 and 4 are on the North frontage
 - Sign 13 on the East frontage
 - Sign 14 and 18 are on the south frontage
 - Sign 32, 30, and 26 are on the West frontage

We are requesting the allowance of more than one freestanding sign on each frontage for Mayfair mall. The length of the lot frontage is over 200m on each side, and with multiple entrances to the mall, one freestanding directional sign per frontage is not sufficient to provide clear wayfinding to the mall entrances and appropriate parking. The additional signage we have proposed will provide safety for motorist and pedestrians traveling in the area while helping to reduce vehicle congestion within the surrounding area.

Furthermore, the proposed signs are of a class that is permitted in the current sign district, public safety is not jeopardized in any way, and there are no contentions to the public interest. The wording of the signage is not flamboyant or attention-seeking, and it has been carefully designed to maintain a uniform and modern brand identity for Mayfair Mall while maintaining a high contrast design for easy legibility.

For these reasons and more, I sincerely request your support and ask that a variance for the bylaw sections noted above as well as any additional bylaw deficiencies not disclosed be approved for the proposed wall signs and directional ground signs at Mayfair Mall.

Thank you for your time and consideration,

A handwritten signature in black ink that reads "Jason Noseworthy".

Jason Noseworthy

Priority Permits

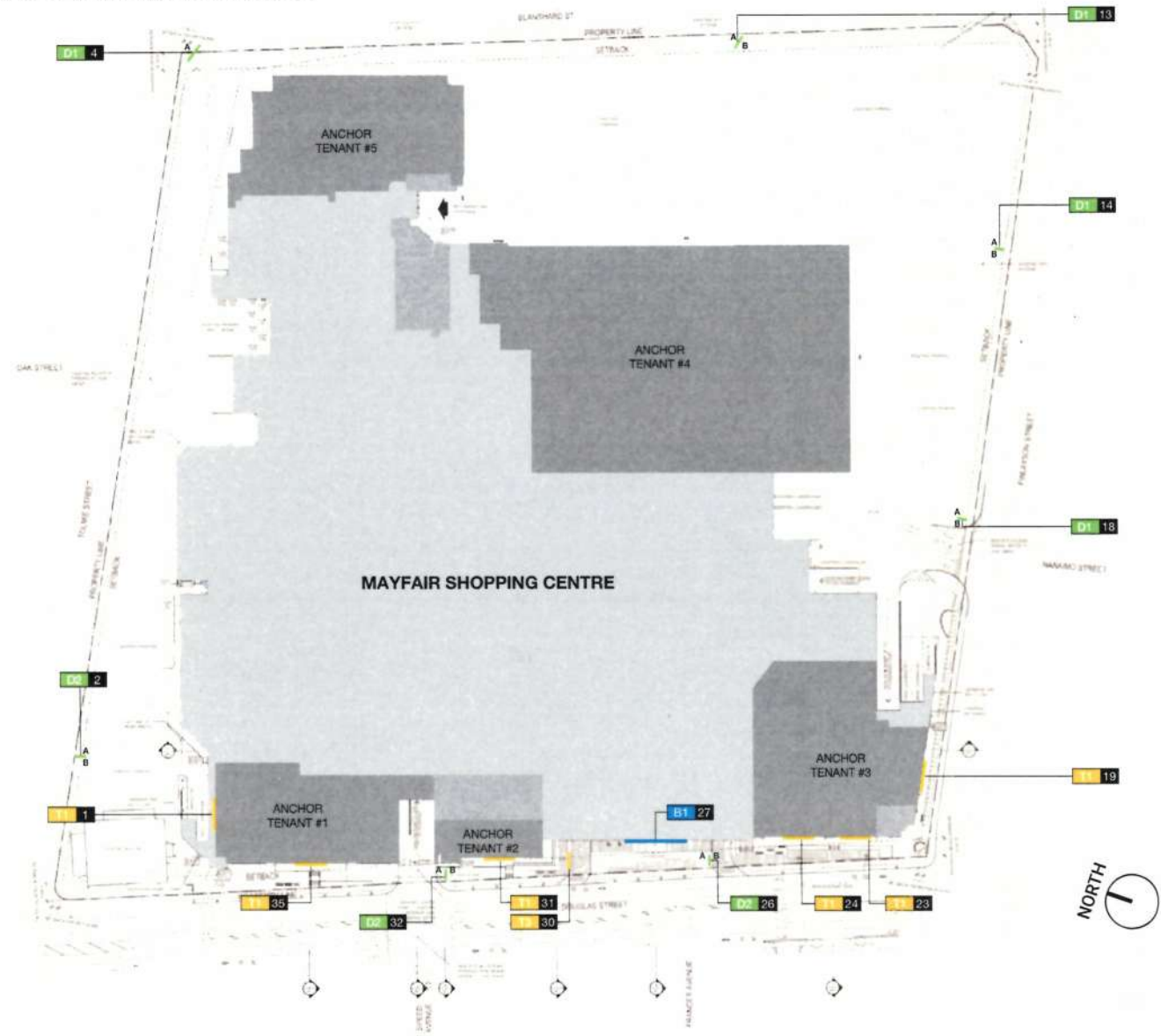
Ph: 289-389-8951

Email: jason@prioritypermits.com

LOCATION PLAN

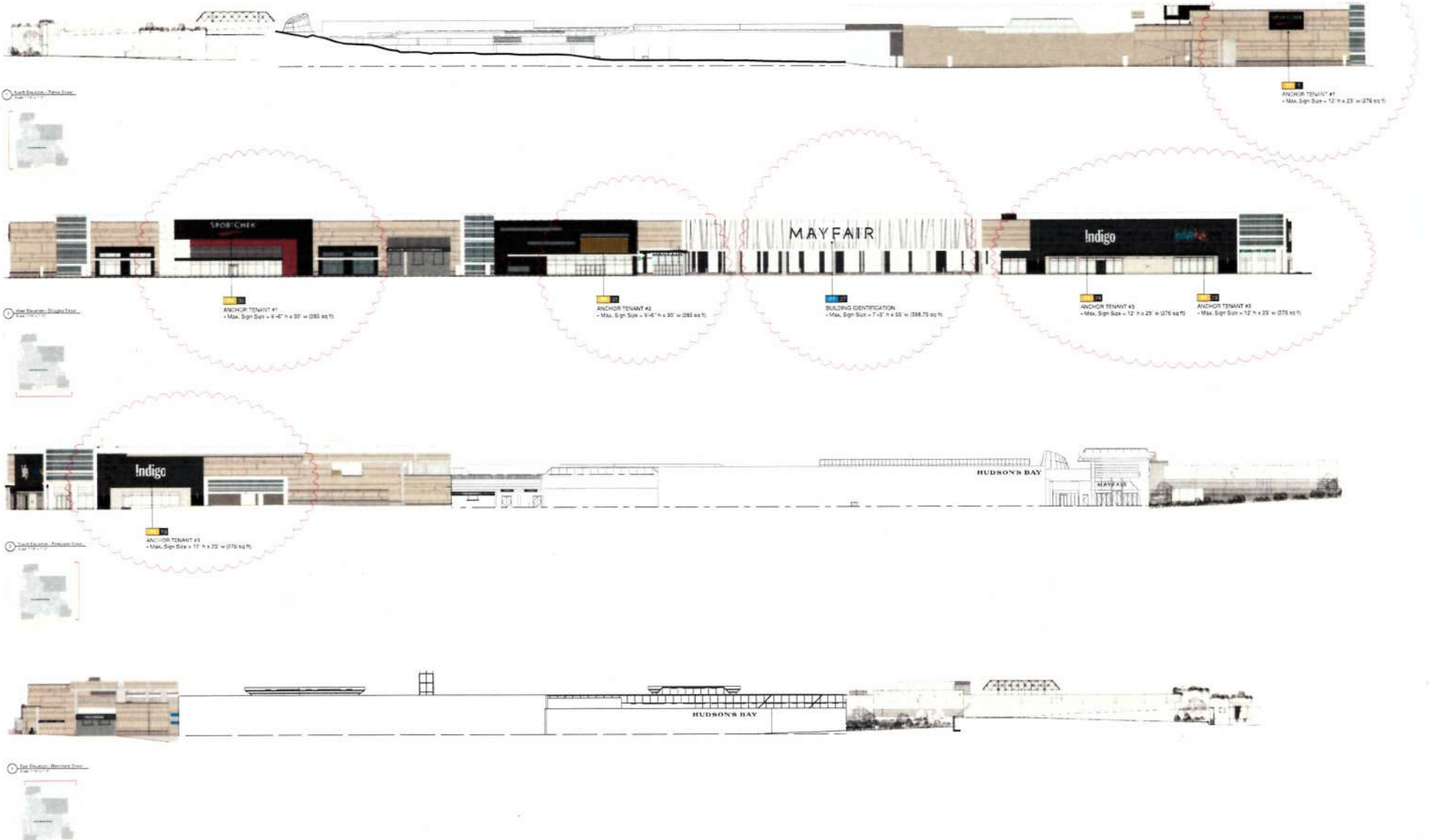
LOCATIONS OF SIGNAGE REQUIRING VARIANCES FROM BYLAW STANDARDS

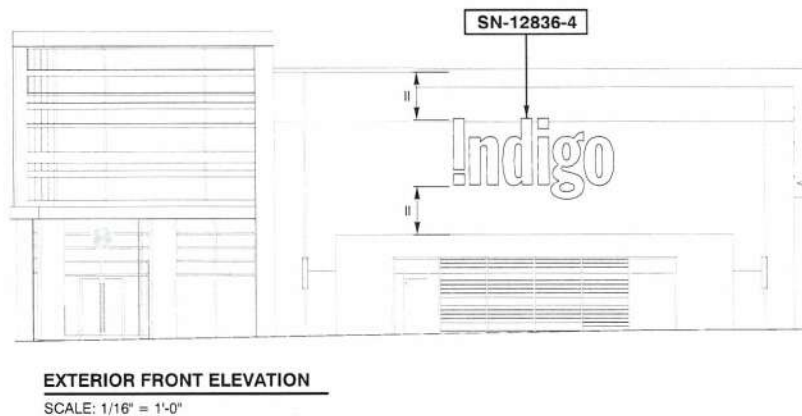
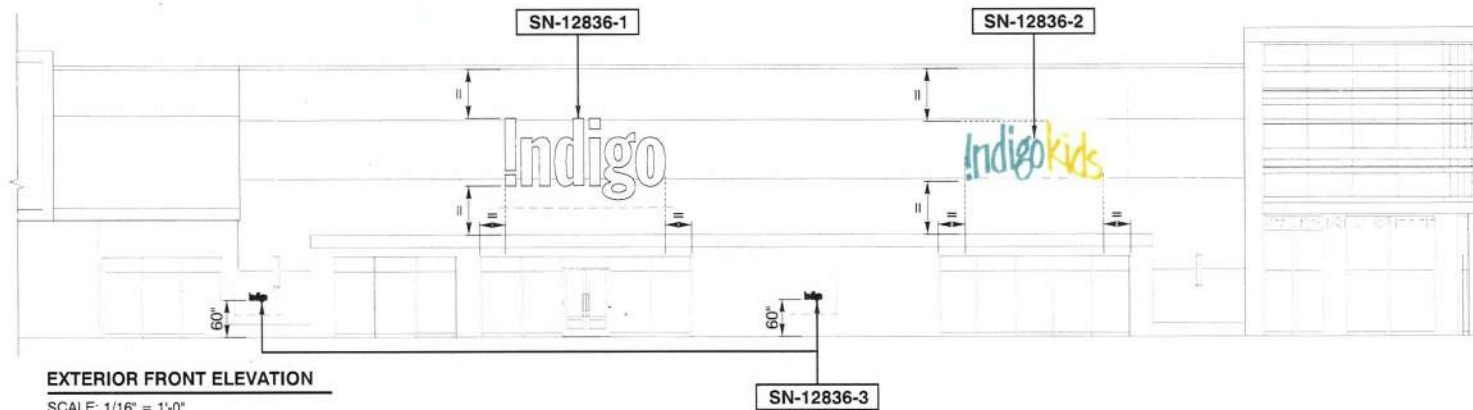
Legend		
<div> <div>A1</div> <div>01</div> </div> <div> <div>Sign Number</div> <div>Sign Type</div> </div>		
Sign Type	Mounting	
B1	Mall ID	Fascia
D1	Primary Site Directional	Freestanding
D2	Secondary Site Directional	Freestanding
T1	Anchor Tenant ID	Fascia
T2	Tenant ID	Freestanding



ELEVATIONS
LOCATIONS OF SIGNAGE REQUIRING VARIANCES FROM BYLAW STANDARDS

Legend	
AT 1	Sign Number
—	Sign Type
Sign Type	
Wall ID	Mounting
Anchor Tenant ID	Face





REVISIONS

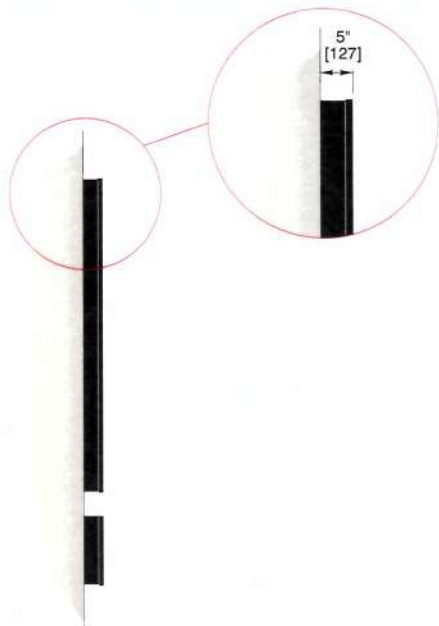
No.	DESCRIPTION	Init.	Ver.	DATE
00	PRODUCTION	MV		18-05-03
01	PRODUCTION	MV		18-08-22
02	PRODUCTION	MV		18-09-05



4130, Highway 440 West
South service road
Laval (Quebec) H7T 0H3
Phone: 450 668 4888
Phone: 514 955 3333
Fax: 450 668 8822

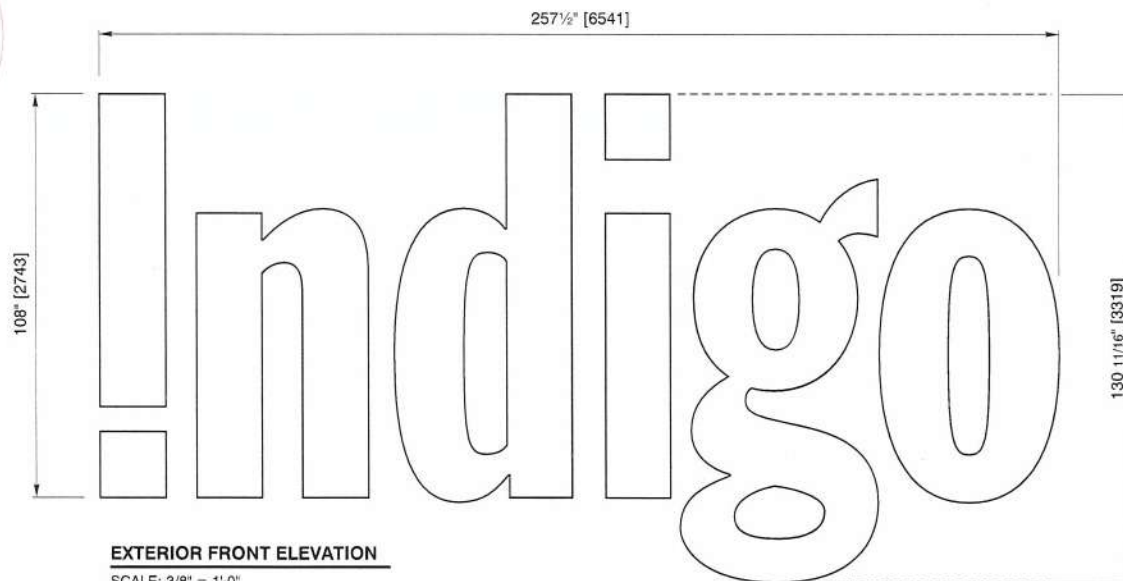
REPRODUCTION, COPYING AND NOT PERMITTED WITHOUT
AUTHORIZATION OF MONTREAL NEON

ACCOUNT EXEC.	RICHARD MONETTE
PROJECT MANAGER	CATHERINE QUESNEL-DUPRAS
CLIENT	INDIGO BOOKS & MUSIC INC 468 KING STREET WEST SUITE 500 TORONTO, ON
SITE/PROJECT	INDIGO - 963 MAYFAIR SHOPPING CENTRE 3147 DOUGLAS STREET - UNIT N116 VICTORIA, BC
TITLE	EXTERIOR FRONT ELEVATION
FILE	12836_ELEVATIONS_R02
	01 02



PROFILE

SCALE: 3/8" = 1'-0"



EXTERIOR FRONT ELEVATION

SCALE: 3/8" = 1'-0"

CHANNEL LETTERS

QTY	1	SN-12836-1
QTY	1	SN-12836-4
MODEL	I-EXT-108	
INSTALLATION		
EXTERIOR	ILLUMINATED	



REVISIONS

No.	DESCRIPTION	Init.	Ver.	DATE
00	PRODUCTION	MV		18-05-03
01	PRODUCTION	MV		18-08-22
02	PRODUCTION	MV		18-09-05

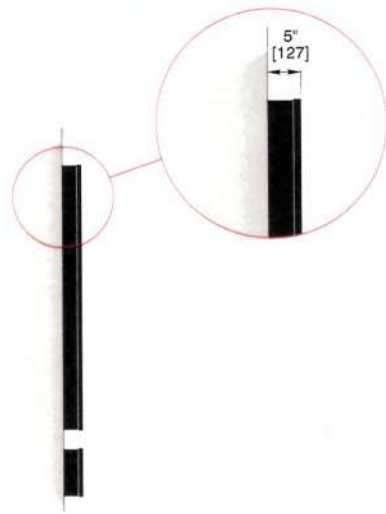
m 4390, Highway 440 West
South service road
Laval (Québec) H7T 0H3
Phone: 450 668 4888
Fax: 450 668 8822

REPRODUCTION, COPYING AND NOT PERMITTED WITHOUT
AUTHORIZATION OF MONTREAL SIGN

ACCOUNT EXEC.	RICHARD MONETTE
PROJECT MANAGER	CATHERINE QUESNEL-DUPRAS
CLIENT	INDIGO BOOKS & MUSIC INC 468 KING STREET WEST SUITE 500 TORONTO, ON
SITE/PROJECT	INDIGO - 963 MAYFAIR SHOPPING CENTRE 3147 DOUGLAS STREET - UNIT N116 VICTORIA, BC
TITLE	GRAPH. ELEVATIONS
FILE	12836-1-4_R02
	01 03

POSTING SURFACE	ft²	m²	lb	kg
130 11/16" x 257 1/2"	3319mm x 6541mm	203.29	18.89	XXX
# NOTES				
N1 ELECTRIC OUTLETS (TO BE DETERMINED)				
#	CLIENT COLOURS	PRODUCTION COLOURS	BY	FINISH
M1	WHITE	#7328	BASE	TRANS.
M2	BLACK	PREPAINTED BLACK (COIL)	BASE	MAT
M3	BLACK	PIGMENTED BLACK TRIM	BASE	MAT

COLOURS PRINTED ON THIS DRAWING COULD BE DIFFERENT FROM THE REAL COLOURS



PROFILE

SCALE: 3/8" = 1'-0"



EXTERIOR FRONT ELEVATION

SCALE: 3/8" = 1'-0"

CHANNEL LETTERS

QTY	1	SN-12836-2
INSTALLATION		
EXTERIOR		ILLUMINATED



POSTING SURFACE		ft²	m²	lb	kg
96 1/8" x 223"	2442mm x 5664mm	148.86	13.83	XX	XX
# NOTES					
N1	ELECTRIC OUTLETS TO BE DETERMINED				
#	CLIENT COLOURS	PRODUCTION COLOURS	BY	FINISH	
M1	WHITE	#7328		BASE	TRANS.
M2	BLACK	PREPAINTED BLACK (COIL)		BASE	MAT
M3	BLACK	PIGMENTED BLACK TRIM		BASE	MAT
V1	CLEAR	CLEAR LAMINATE BY OTHERS		BASE	MAT
D1	DIGITAL PRINTING PMS 2232C	PRINT ON CLEAR VINYL BY OTHERS		BASE	CLEAR
D2	DIGITAL PRINTING PMS 7758C	PRINT ON CLEAR VINYL BY OTHERS		BASE	CLEAR

COLOURS PRINTED ON THIS DRAWING COULD BE DIFFERENT FROM THE REAL COLOURS

REVISIONS

No.	DESCRIPTION	Init.	Ver.	DATE
00	PRODUCTION	MV		18-05-03
01	PRODUCTION	MV		18-08-22
02	PRODUCTION	MV		18-09-05

m 4130, Highway 440 west
South service road
Laval (Québec) H7T 0H3
Phone: 450 668 4888
Phone: 514 955 3333
Fax: 450 668 8822

REPRODUCTION COPIES ARE NOT PERMITTED WITHOUT AUTHORIZATION OF MONTREAL NEON

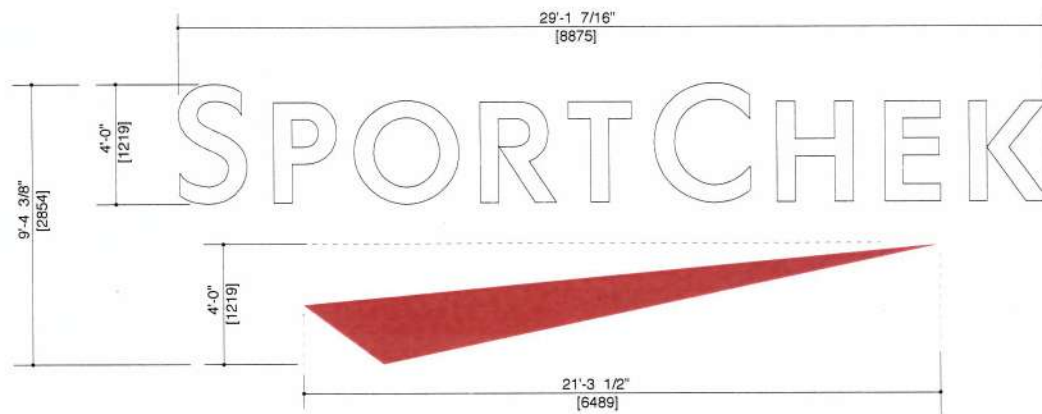
ACCOUNT EXEC.
RICHARD MONETTE
PROJECT MANAGER
CATHERINE QUESNEL-DUPRAS

CLIENT
INDIGO BOOKS & MUSIC INC
468 KING STREET WEST
SUITE 500
TORONTO, ON

SITE/PROJECT
INDIGO - 963
MAYFAIR SHOPPING CENTRE
3147 DOUGLAS STREET - UNIT N116
VICTORIA, BC

TITLE
GRAPH. ELEVATIONS

FILE
12836-2_R02 01 03



Graphics Layout

Scale: 1/4"=1'-0"

NOTE: STEEL ART TO SUPPLY & INSTALL INTERIOR CARRIER BOX BEHIND 'SPORTCHEK' SIGN ON THIS ELEVATION. REFER TO ENGINEERING DRAWINGS FOR DETAILS. ALL EXPOSED COMPONENTS PTD. TO MATCH BENJAMIN MOORE 2124-70 DISTANT GREY

ONE (1) SET ILLUMINATED LETTERS (EXTERIOR)

- 3/16" #7328 WHITE ACRYLIC FACE
- 1" WHITE TRIM CAP
- 5" DEEP, .040 ALUMINUM PRE-PAINTED WHITE COIL RETURNS
- .063" PRE-PAINTED WHITE ALUMINUM LETTER BACKS
- WHITE LED ILLUMINATION
- INSTALL ON METAL PANELS IN POSITION AS SHOWN (PLYWOOD BACKING)

ONE (1) ILLUMINATED LOGO (EXTERIOR)

- 3/16" CLEAR LEXAN FACE C/W RED 3M #3630-33 TRANSLUCENT VINYL APPLIED TO FIRST SURFACE
- 3M #3635-70 WHITE DIFFUSER APPLIED TO SECOND SURFACE OF FACE
- 5" DEEP, .064 ALUMINUM RETURNS (WITH 1/2" LIPS ON FACE) PAINTED INSIDE WHITE, OUTSIDE RED TO MATCH PMS #485C WELDED TO BACK
- .063" ALUMINUM BACK PAINTED INSIDE WHITE
- 1" x 1" x .063" ALUMINUM ANGLE FRAME PAINTED RED TO MATCH PMS #485C
- RED LED ILLUMINATION
- INSTALL ON METAL PANELS IN POSITION AS SHOWN (PLYWOOD BACKING)

*SITE CHECK REQUIRED

steel art
signs

130
Performance Dr
Richmond Hill
Ontario
L4B 2H5
905.474.1678
905.474.0515
www.steelart.com

SportChek Client

Mayfair Mall - Unit #N106 Location

2215-3147 Douglas St

Victoria Project Title

BC

Store #336

S/F Illuminated Letters & Logo SignType(s)

Scale Date

1/4" = 1' - 0" 03.08.2018

Drawn Approved

I.A. /

Drawing No. Revision

TH 18020-A-2 2

Revision Notes

No. Description Date

1 - show updated elevation 04.25.2018

2 - install letters centred over 05.03.2018

louver

Approvals:

x:

Approved By:

x:

Date:

COLOURS / FINISHES

• TRANSLUCENT VINYL

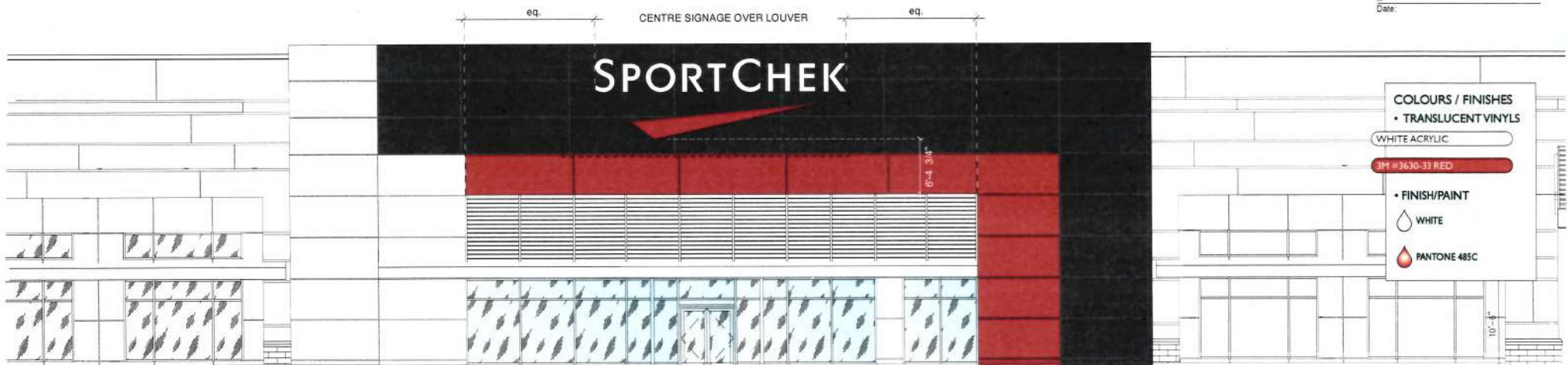
WHITE ACRYLIC

JM #3630-33 RED

• FINISH/PAINT

WHITE

PANTONE 485C



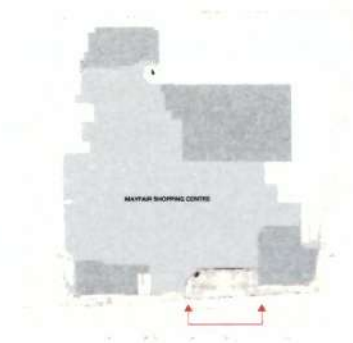
Douglas St. Elevation

(3/32" = 1'-0")

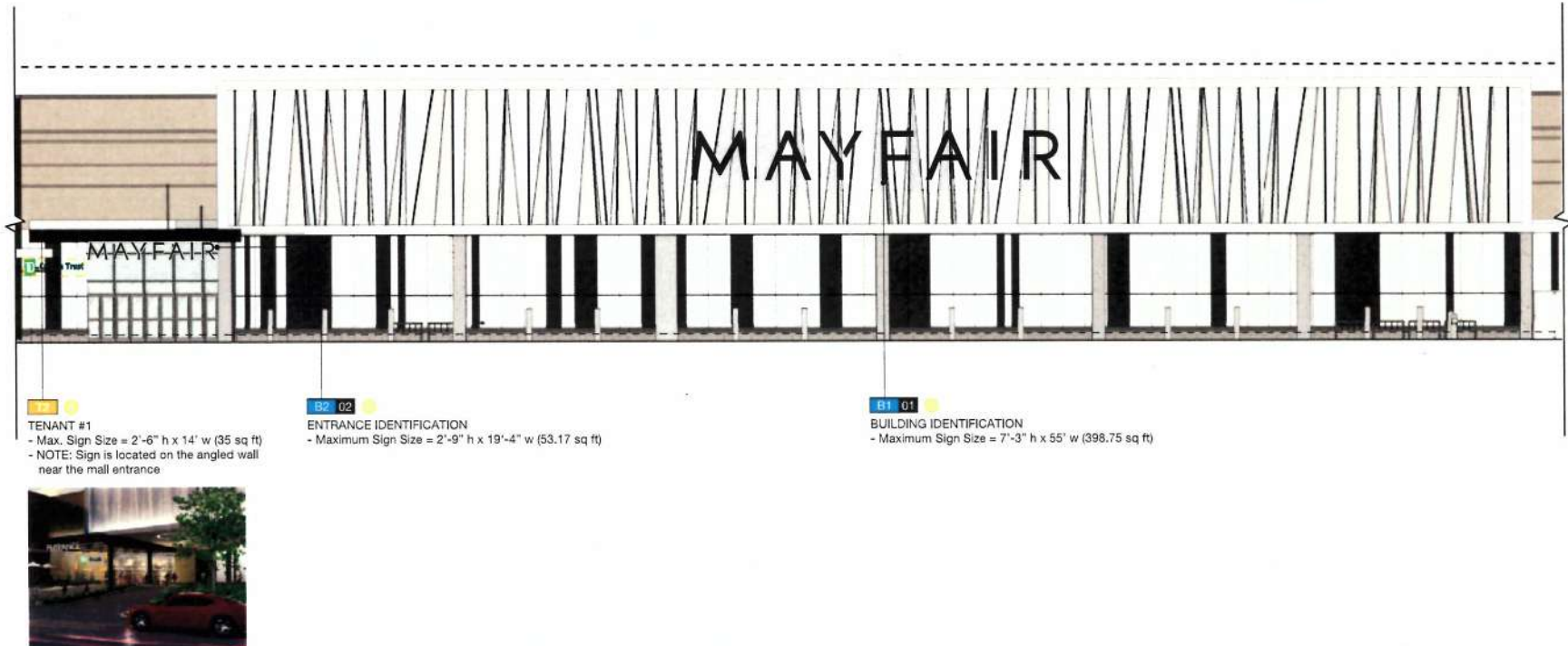
DOUGLAS STREET Copyright

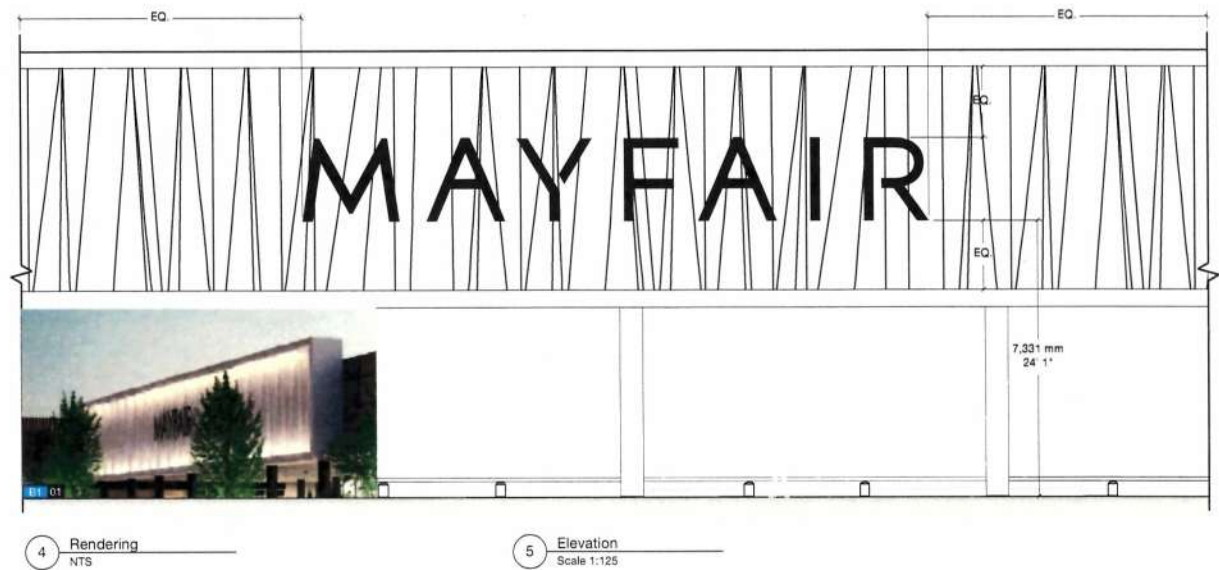
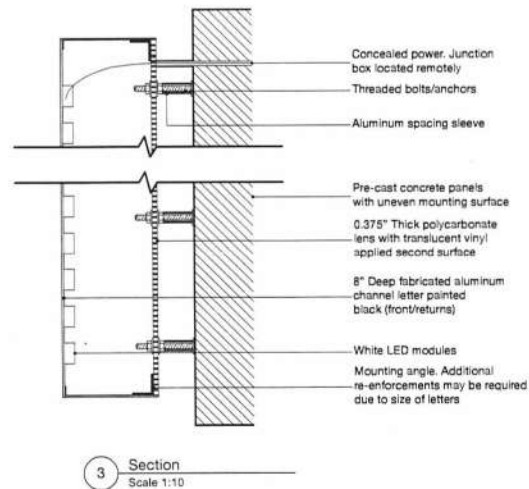
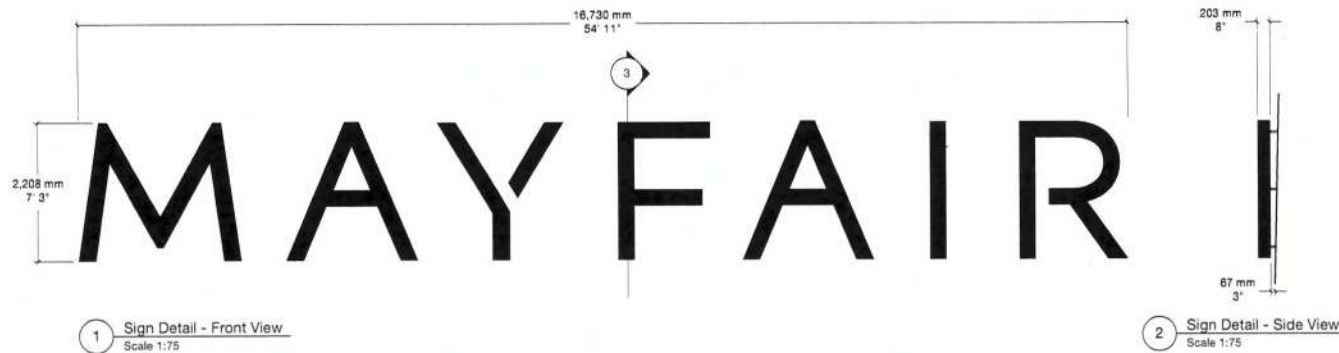
All rights reserved, including the right to reproduce in whole or in part without the consent of Steel Art Signs Corp.

ELEVATIONS
PARTIAL WEST ELEVATION



Legend		
A1 01	Illuminated	Maximum Sign Size
	Sign Number	Sign Placement Area
Sign Type	Mounting	
B1	Mall ID	Fascia
B2	Entrance ID	Suspended
D1	Primary Site Directional	Freestanding
D2	Secondary Site Directional	Freestanding
P1	Parking Entrance ID	Fascia
P2	Parking Entrance ID	Freestanding
P3	Parking Height Restriction	Suspended
P4	Parking Zone ID	Freestanding
P5	Parking ID	Freestanding
P6	Parking Information	Freestanding
L1	Loading Bay ID	Fascia
A1	Anchor Tenant ID	Fascia
T1	Tenant ID	Fascia or Suspended
T2	Tenant ID	Freestanding





B1 Sign Type B1: Mall ID
Fascia (Single Sided)

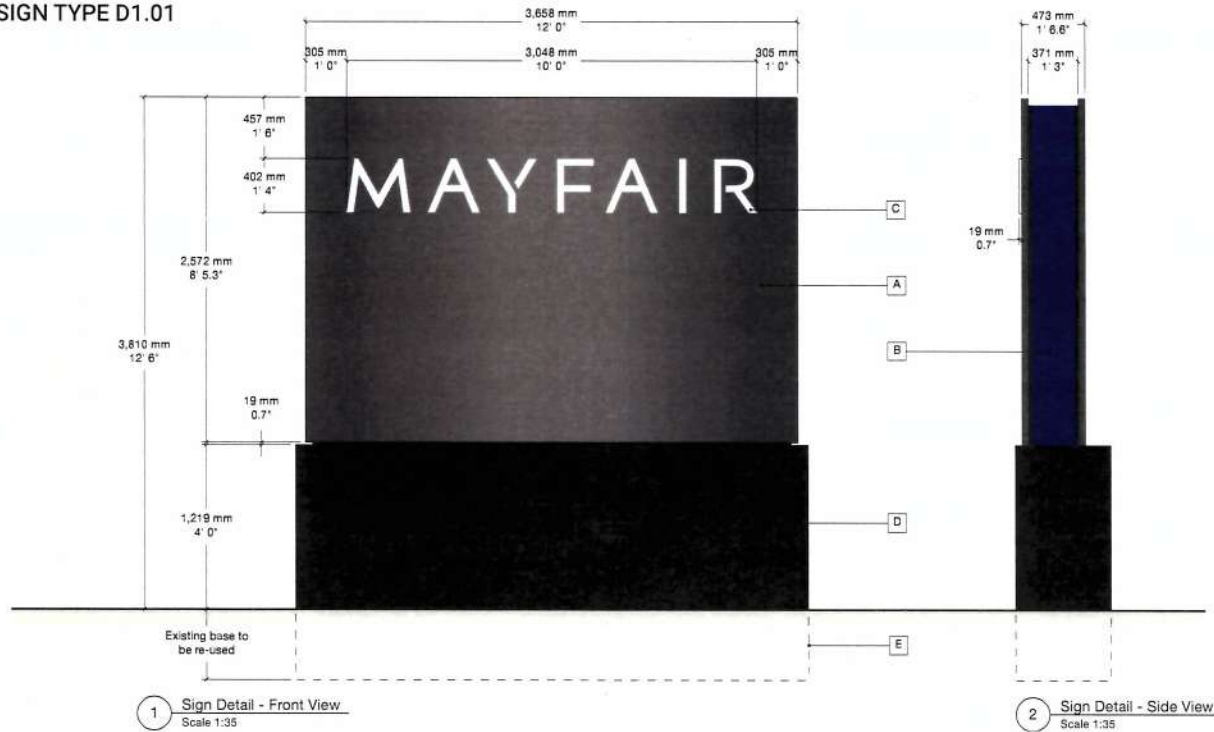
A Channel Letters:
8" Deep fabricated aluminum channel letters painted black (front/returns). Halo-lit with white LED illumination.

B Installation:
Stud mounted to uneven pre-cast concrete panels. Power/bolts concealed with sleeves. Engineered shop drawings required.

Notes:

- Signage contractor to confirm all dimensions on site prior to fabrication.
- Attachment method to be confirmed by the signage contractor and approved by the GC/Client.
- Engineered shop drawings required.
- All building penetrations to be sealed and watertight.
- Full size mock-up required for review on site.

SIGNAGE SPECIFICATIONS
SIGN TYPE D1.01



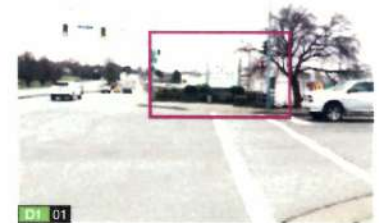
3 Exploded View
NTS

D1 Sign Type D1.01: Primary Site Directional
Freestanding (Single Sided)

- A** Sign Cabinet:
1'-6.625" Deep frameless aluminum sign cabinet painted dark grey. LED illumination. No visible fasteners on face.
- B** Sign Cabinet (Returns):
0.5" Thick clear acrylic panels (sides) with translucent purple vinyl applied to second surface. 0.25" acrylic diffusers. Illuminated from behind with Rosco light panels.
- C** Logo/Branding:
0.75" Thick push-through clear acrylic logo with translucent white vinyl applied to first surface.
- D** Base:
Existing base/power to be used. Sign to hide existing lights in base.
- E** Footing:
Existing concrete foundation to remain.

Notes:

- Signage contractor to confirm all dimensions on site prior to fabrication.
- Attachment method to be confirmed by the signage contractor and approved by the GC/Client.
- Engineered shop drawings required.
- Full size paper mock-up required for review on site.
- Existing sign to be removed by signage contractor.

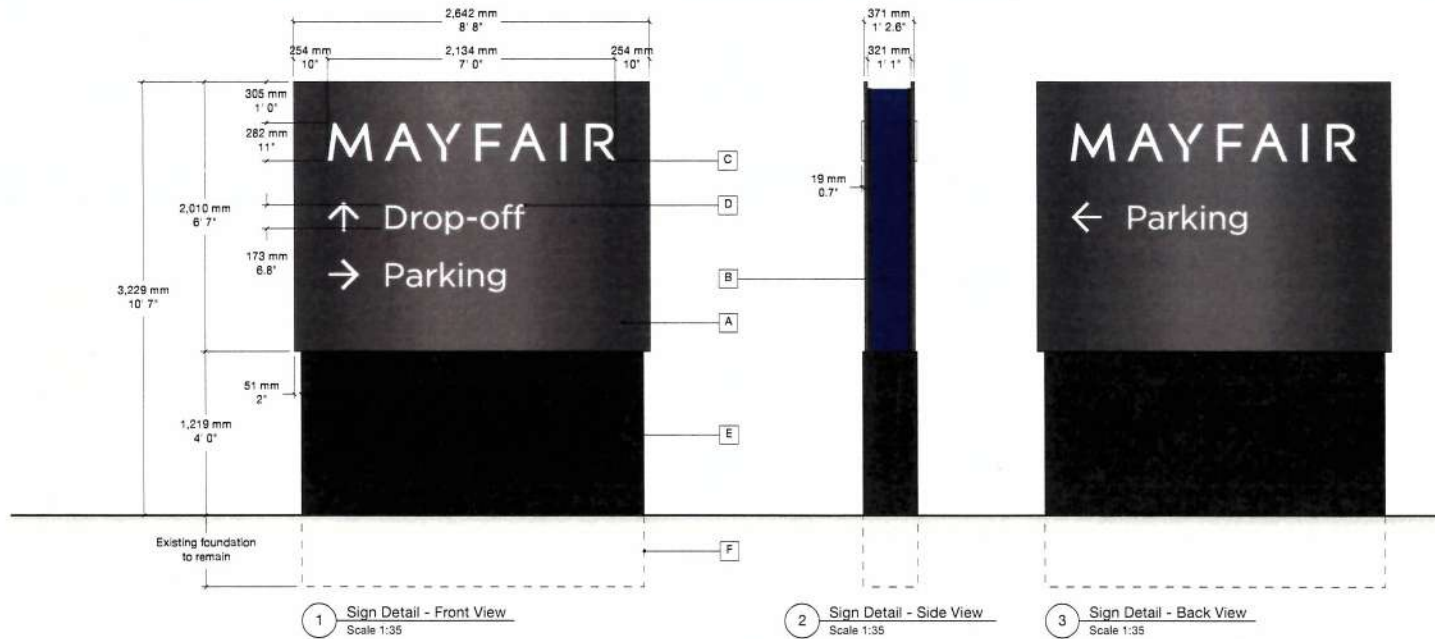


D1 01

4 Sign Location
NTS

SIGNAGE SPECIFICATIONS

SIGN TYPE D1.03

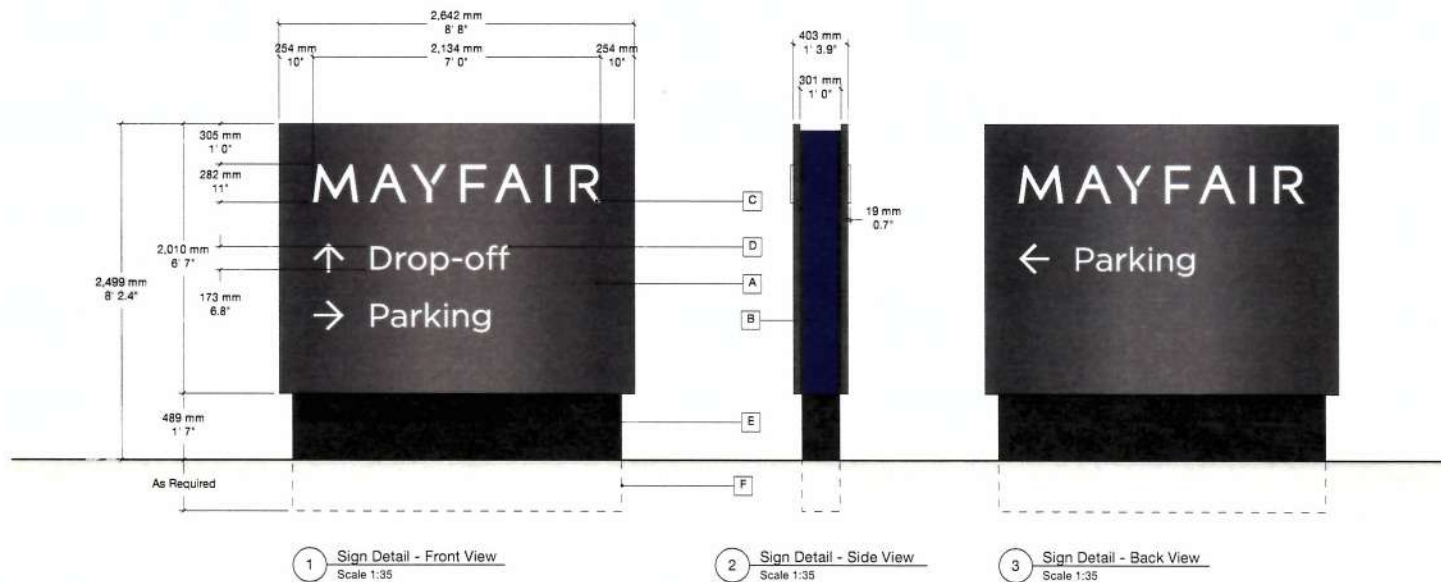


D1 Sign Type D1.03: Primary Site Directional Freestanding (Double Sided)

- A** Sign Cabinet:
1'-2.625" Deep frameless aluminum sign cabinet painted dark grey. LED illumination. No visible fasteners on face.
- B** Sign Cabinet (Returns):
0.5" Thick clear acrylic panels (sides) with translucent purple vinyl applied to second surface. 0.25" acrylic diffusers. Illuminated from behind with Rosco light panels.
- C** Logo/Branding:
0.75" Thick push-through clear acrylic logo with translucent white vinyl applied to first surface.
- D** Arrows/Type:
Cut-through text/graphics backed with clear acrylic. Translucent white vinyl applied to first surface of acrylic.
- E** Base:
Existing base/power to be used. Sign to hide existing lights in base.
- F** Footings:
Existing concrete foundation to remain.

- Notes:**
- Signage contractor to confirm all dimensions on site prior to fabrication.
 - Attachment method to be confirmed by the signage contractor and approved by the GC/Client.
 - Engineered shop drawings required.
 - Existing sign to be removed by signage contractor.

SIGNAGE SPECIFICATIONS
SIGN TYPE D1.04

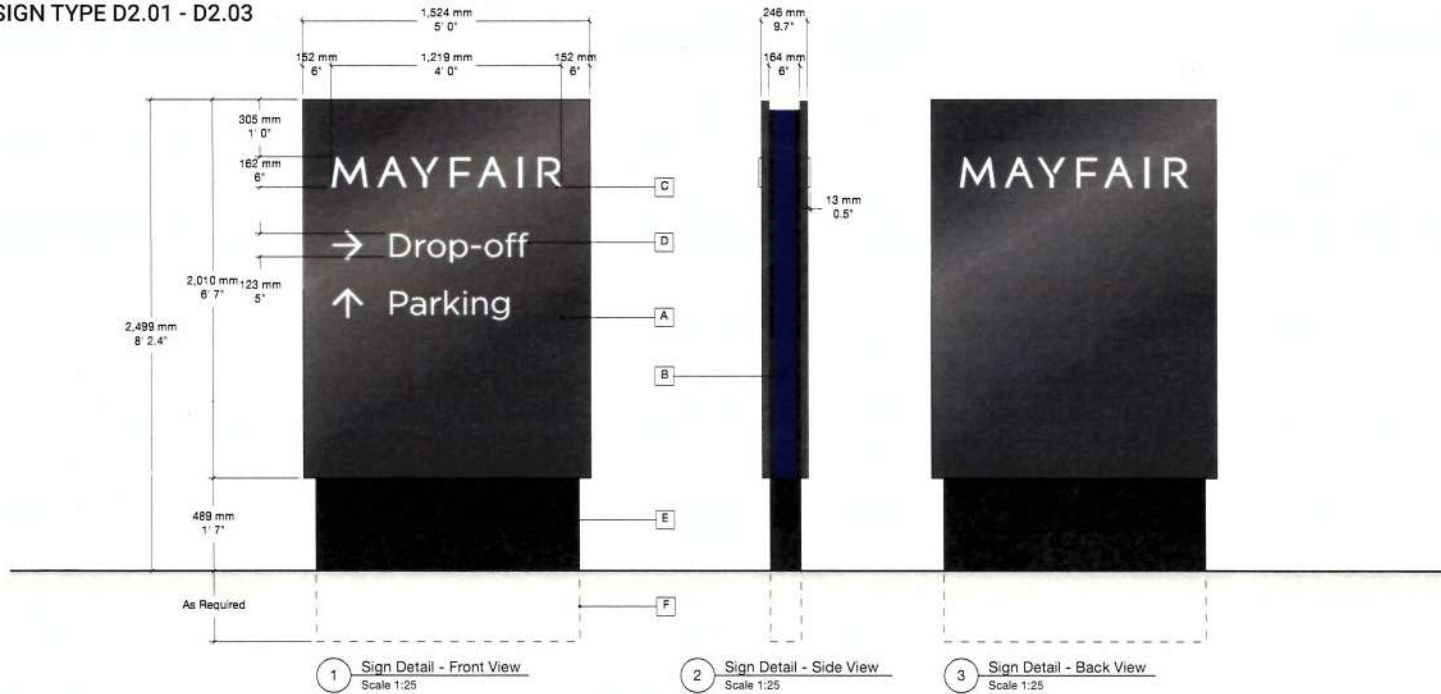


- D1 Sign Type D1.04: Primary Site Directional**
Freestanding (Double Sided)
- A Sign Cabinet:**
1'-4" Deep frameless aluminum sign cabinet painted dark grey. LED illumination. No visible fasteners on face.
- B Sign Cabinet (Returns):**
0.5" Thick clear acrylic panels (sides) with translucent purple vinyl applied to second surface. 0.25" acrylic diffusers. Illuminated from behind with Rosco light panels.
- C Logo/Branding:**
0.75" Thick push-through clear acrylic logo with translucent white vinyl applied to first surface.
- D Arrows/Type:**
Cut-through text/graphics backed with clear acrylic. Translucent white vinyl applied to first surface of acrylic.
- E Base:**
11" Deep aluminum base with structural supports for sign cabinet. Base painted black.
- F Footing:**
Signage fabricator to confirm footing details and provide stamped engineered drawings.
- Notes:**
- Signage contractor to confirm all dimensions on site prior to fabrication.
- Attachment method to be confirmed by the signage contractor and approved by the GC/Client.
- Engineered shop drawings required.



SIGNAGE SPECIFICATIONS

SIGN TYPE D2.01 - D2.03



D2 Sign Type D2: Secondary Site Directional Freestanding (Double Sided)

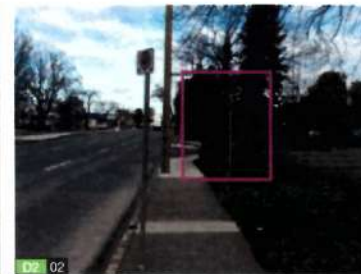
- A Sign Cabinet:**
9.75" Deep frameless aluminum sign cabinet painted dark grey. LED illumination. No visible fasteners on face.
 - B Sign Cabinet (Returns):**
0.25" Thick clear acrylic panels (sides) with translucent purple vinyl applied to second surface, 0.25" acrylic diffusers. Illuminated from behind with Rosco light panels.
 - C Logo/Branding:**
0.5" Thick push-through clear acrylic logo with translucent white vinyl applied to first surface.
 - D Arrows/Type:**
Cut-through text/graphics backed with clear acrylic. Translucent white vinyl applied to first surface of acrylic.
 - E Base:**
6.5" Deep aluminum base with structural supports for sign cabinet. Base painted black.
 - F Footing:**
Signage fabricator to confirm footing details and provide stamped engineered drawings.
- Notes:**
- Signage contractor to confirm all dimensions on site prior to fabrication.
 - Attachment method to be confirmed by the signage contractor and approved by the GC/Client.
 - Engineered shop drawings required.
 - See message schedule for text to appear on each sign.



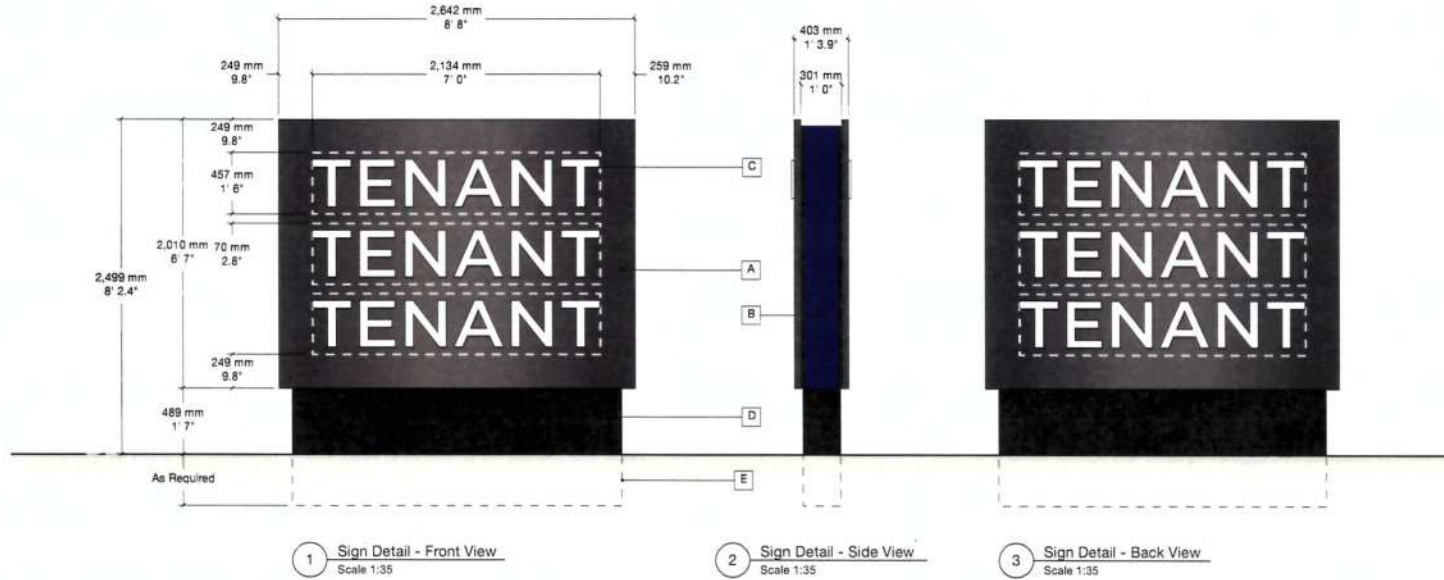
4 Exploded View
Scale NTS



5 Sign Locations
Scale NTS



SIGNAGE SPECIFICATIONS
SIGN TYPE T3

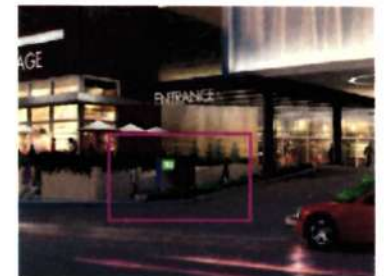


T3 Sign Type T3: Tenant ID
Freestanding (Double Sided)

- A** Sign Cabinet:
1'-4" Deep frameless aluminum sign cabinet painted dark grey.
LED illumination. No visible fasteners on face.
- B** Sign Cabinet (Returns):
0.5" Thick clear acrylic panels (sides) with translucent purple vinyl applied to second surface. 0.25" acrylic diffusers.
Illuminated from behind with Rosco light panels.
- C** Logo/Branding:
0.5" Thick push-through clear acrylic logos with translucent white/coloured vinyl applied to first surface. Tenant graphics area is 7' wide x 1'-6" high.
- D** Base:
11" Deep aluminum base with structural supports for sign cabinet. Base painted black.
- E** Footing:
Signage fabricator to confirm footing details and provide stamped engineered drawings.

Notes:

- Signage contractor to confirm all dimensions on site prior to fabrication.
- Attachment method to be confirmed by the signage contractor and approved by the GC/Client.
- Engineered shop drawings required.



4 Rendering
Scale NTS

January 29, 2019

Mayor & Council
#1 Centennial Square
Victoria, BC

Dear Mayor and Council

DP Variance Application for 3147 Douglas Street - Mayfair Mall

The Burnside Gorge LUC wishes to express our disagreement to any variance relaxation to the allowed signage at 3147 Douglas Street.

The Burnside Gorge LUC had a previous opportunity to comment but missed the deadline due to confusion with another sign permit application at the same time, for 2882 Douglas Street on August 09, 2108. We ask that this letter be entered as our feedback for the signage variance at 3147 Douglas Street.

The requested signage variance is unnecessary in our opinion and the rationale that the additional signage will provide safety for motorists and pedestrians while reducing traffic congestion is not supportable.

The requested high contrast signage lighting especially with the freestanding signs will cause serious driver distraction in the evenings along the adjoining streets.

The extent of this signage was never shown on any of the development permit applications for this project. In addition this development has already been granted an encroachment relaxation for a canopy and this signage would only add to the excessive massing on the streetscape.

In the opinion of the BG LUC this application should be rejected by Council outrightly without forwarding to a public hearing as it will be sure to have strong public opposition.

Respectfully,



Avery Stetski
Land Use Committee Chair
Burnside Gorge Community Association

cc: Sustainable Planning and Community Development Department

Development Variance Permit Application

3145 Douglas Street

Mayfair Mall – Signage Variances



LOCATION PLAN
LOCATIONS OF SIGNAGE REQUIRING VARIANCES FROM BYLAW STANDARDS

Sign Type	Sign Number	Sign Type
Billboard	1	Billboard
Freestanding	2	Freestanding
Freestanding	3	Freestanding
Freestanding	4	Freestanding
Freestanding	5	Freestanding
Freestanding	6	Freestanding
Freestanding	7	Freestanding
Freestanding	8	Freestanding
Freestanding	9	Freestanding
Freestanding	10	Freestanding
Freestanding	11	Freestanding
Freestanding	12	Freestanding
Freestanding	13	Freestanding
Freestanding	14	Freestanding
Freestanding	15	Freestanding
Freestanding	16	Freestanding
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Freestanding	100	Freestanding

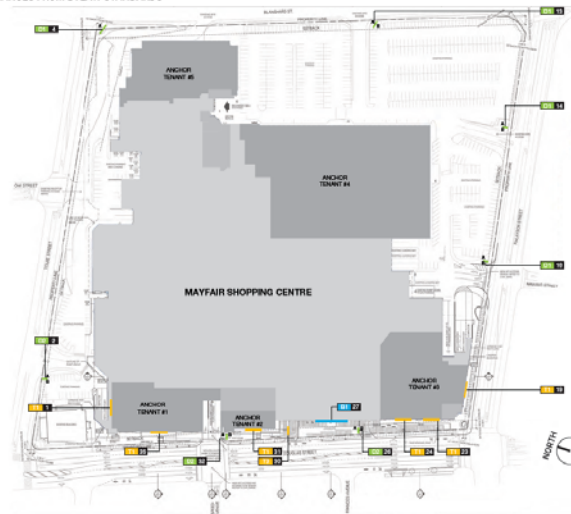
Freestanding Sign Variances:

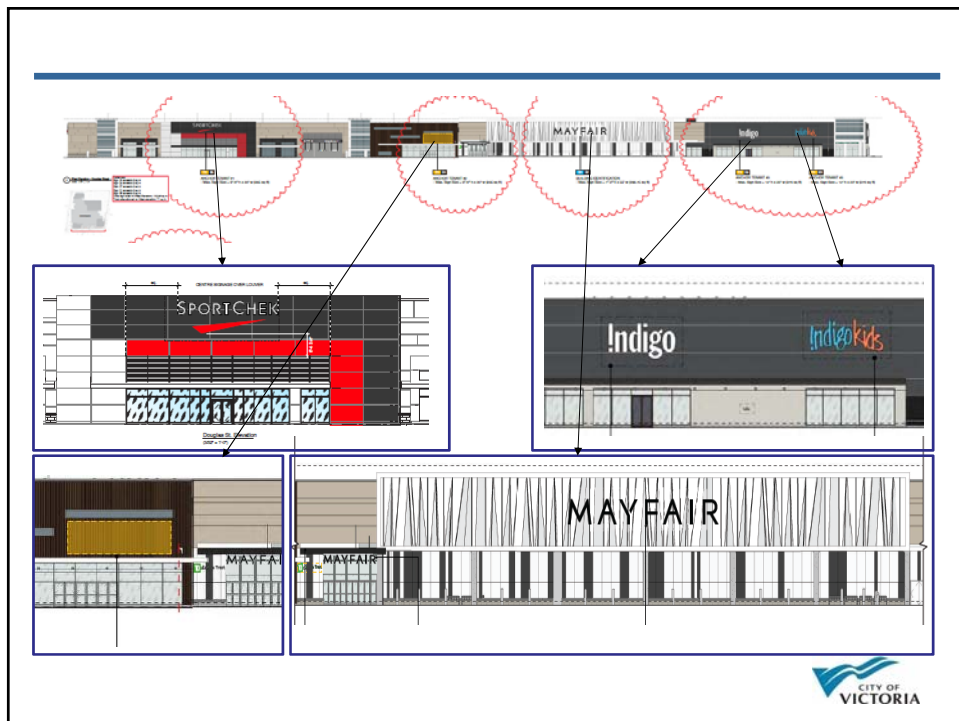
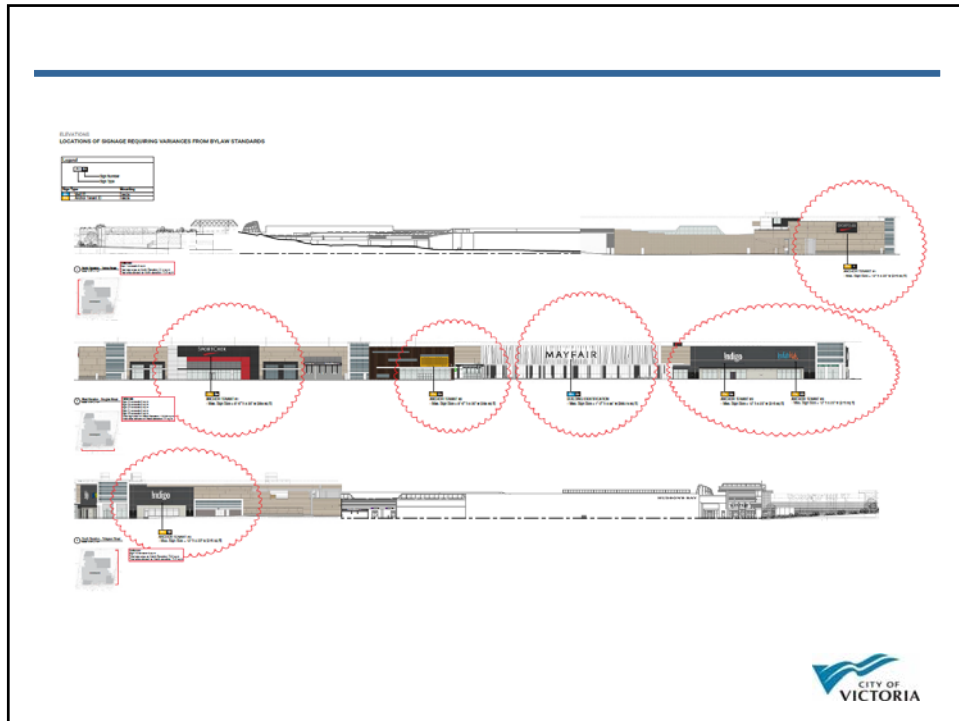
North elevation exceeds max number of freestanding signs. 2 proposed. 1 allowed.

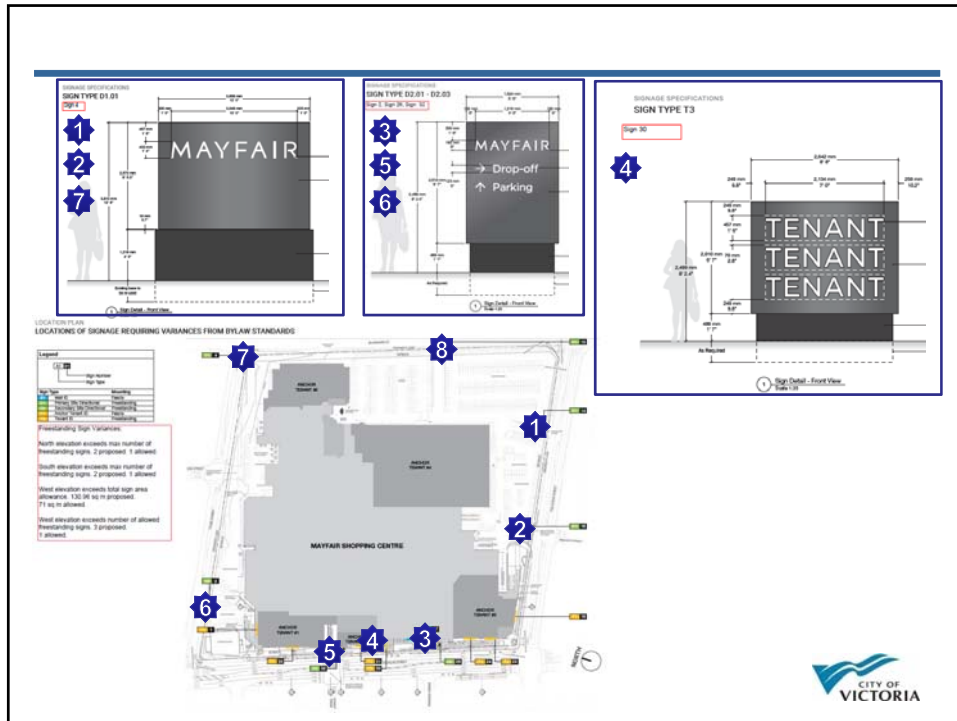
South elevation exceeds max number of freestanding signs. 2 proposed. 1 allowed.

West elevation exceeds total sign area allowance. 130.96 sq m proposed. 71 sq m allowed.

West elevation exceeds number of allowed freestanding signs. 3 proposed. 1 allowed.







Recommendation

That Council, after giving notice and allowing an opportunity for public comment at a meeting of Council, consider the following motion:

That Council authorize the issuance of Development Variance Permit Application No. 00214 for 3147 Douglas Street, in accordance with the terms identified in the report.



Committee of the Whole Report

For the Meeting of January 31, 2019

To: Committee of the Whole **Date:** January 25, 2019
From: Fraser Work, Director of Engineering & Public Works
Subject: Climate Action Program Update and Planning Considerations

RECOMMENDATION

That Council:

1. Direct staff to proceed on the basis of option 2 outlined in this report (Enhanced Program);
2. Approve the Council Proposed Actions as follows:
 - a. Make available all ICBC municipal vehicle km/make/model/fuel economy information.
 - b. Continue the development and implementation of world-class low carbon fuel standards.
 - c. Fully invest in delivery of the zero-emission vehicles sales targets as established in the CleanBC Plan.
 - d. Continue progressive and direct funding programs and partnerships for municipal low-carbon initiatives, including building retrofit, transportation, waste management and other priority and shared GHG reduction programs.
 - e. Support transformational improvements to regional BC transit infrastructure to promote and enable rapid mode shift to transit in the region, including transitioning the BC Transit fleet to zero emissions as early in the 2020s as possible, and:
 - i. Completion of dedicated bus lanes on all connections between the West Shore and downtown.
 - ii. Installation of Traffic Signal Priority (TSP) sensors in all buses that operate in the City of Victoria.
 - iii. Installation of 'all door loading' capabilities for all busses in the Victoria regional transit system.
 - iv. Introduction of real-time, digital bus information to enable super-convenient, accessible transit operational information.
 - v. Introduction of "tap" payment-systems common to multi-modal service providers, to support rapid loading of busses and align with Smart Mobility goals.
 - vi. Completion of the business-case to determine the most effective investments in public transportation to realize the highest potential mode-shift and ridership in the south island, including but not limited assessing commuter ferry, public transit along the E&N rail corridor and Douglas

- Street / Highway 1 / Highway 99, bus rapid transit (BRT) or light-rail transit (LRT).
 - vii. Reporting of annual regional transit GHG and combustion pollutants, mitigation priorities, progress and business cases for investments.
 - f. And that Council continue to advocate and engage with the CRD to prioritize the introduction of systems to minimize fugitive methane and capture all landfill GHGs.
3. Consider the 2019 Climate Action Program spending plan as part of the 2019 Financial Planning process.

EXECUTIVE SUMMARY

Council adopted the Climate Leadership Plan (CLP) on July 26, 2018. The CLP is the City's action plan to reduce greenhouse gases (GHGs) by 80 percent below 2007 levels by 2050, transition to 100 percent renewable energy by mid-century, and prepare for a changing climate. These commitments are aligned with the global leadership required to keep the earth's temperature rise below 2°C, and reach net-zero carbon emissions as early as possible after 2050.

The CLP covers five sectors and identifies the goals, targets, strategies and actions to reduce GHG emissions and prepare for a changing climate. The plan aims to inspire public and business support for investments and priority actions to reduce GHGs and energy use to ensure Victoria plays its part to keep global temperature increases within safe limits. Early action is required to avoid significant costs and impacts to social and environmental well-being in our community, and worldwide.

Cities are uniquely positioned to enable this mobilisation effort, in a coordinated and integrated fashion across sectors, enabling individual action with timely and accurate information, incentives, directions, coordination, tools, targets and scalable, impactful programs.

The City's GHG reduction plan will be effectively and expeditiously realised through a dedicated focus on cutting the most impactful GHG sources, including: retrofitting existing buildings to high-efficiency standards; renewable electricity; elimination of fossil fuel heating sources; shifting people to transit, active transportation, and renewably powered mobility options; and the electrification¹ of commercial and passenger vehicle fleets.

The completion of the CLP in 2018, and subsequent progress on various Climate Action Program files, highlights the City's climate efforts and commitments. However, it is clear that the complexity and pace/progress of GHG reductions in both City and community require additional resources and planning to reduce risks of missing interim and longer GHG and renewable energy targets. The City can affect these changes using various levers at its disposable, including the use of intelligent policies, incentive programs, partnerships, education, land-use, taxation, design of the public right-of-way, and advocacy to other agencies/levels of government. The success and affordability of these changes will require decisions on both the role of the City in driving (or supporting) GHG reduction efforts, and the urgency required. This report identifies considerations for Council related to acceleration of program objectives, including the recommendation that Council support an 'Enhanced Program' (option 2), which will include immediate consultant support for policy workshops with Council and staff to ensure the wisest investment of the taxpayer dollar on activities that will deliver the highest impact climate action and adaptation results.

¹ Or equivalent, zero-emissions, renewable power.

PURPOSE

The purpose of this report is to provide an overview of the CLP and the Climate Action Program (CAP); respond to Council's recent queries related to climate action progress; and present staff's recommended approach for CAP in 2019.

BACKGROUND

In August 2016, the City of Victoria set two ambitious targets, the reduction of community greenhouse gases (GHGs) to 80% below 2007 levels by 2050 and a transition to 100% renewable energy by 2050. These targets were aligned with the Paris Agreement (2015) where countries agreed to take necessary action to keep global temperatures to well below 2°C (above pre-industrial levels) and to pursue efforts to limit temperature increase even further, to 1.5°C. These targets align with Provincial, Federal and international requirements set forth by the United Nations Framework Convention on Climate Change (UNFCCC), and mirror commitments made by hundreds of worldwide cities.

Council passed the following motion on August 18, 2016:

- Establish a long-term GHG Reduction target for both corporate and community emissions consistent with global goals: an 80 percent GHG reduction by 2050, and a corresponding target of 100 percent renewable energy in the same timeframe.

And directed staff to take several steps, including:

Develop an action plan based on our existing work done to date, in support of meeting reduction targets. This plan will include:

- a. Priority actions / programs for consideration;
- b. Governance and documentation renewal plan;
- c. Resource plan; and
- d. Internal / external stakeholder communication, education and engagement plans.

In December 2016, staff returned to brief Council with an update on completed actions and further work on the Climate Action Program to enable a suite of priority climate actions for 2017, including development of the Climate Leadership Plan (CLP).

In September 2017, staff provided council with an update on the development of the CLP and an overview of its structure, approaches and content, with a commitment for a completed draft in December 2017 to be released for community and public comment.

In December 2017, Council approved the draft CLP and directed staff to proceed with initial community and stakeholder engagement to gather feedback and input on the CLP, in preparation of a final version. At that time, Council also approved the allocation of more than \$400,000 in funds from the Climate Action Reserve Fund (CARF) for priority staffing, actions and projects. Council directed staff to report back with the final Climate Leadership Plan in June 2018 with a long-term funding strategy and program update.

On July 26, 2018, Council approved the City's Climate Leadership Plan and staff provided an update on the climate action priority program items.

At the federal level, the government has set a long-term GHG reduction target of 80% below 2005 levels by 2050 and, through the Pan Canadian Framework, supports their interim 30% reduction in GHGs by 2030. In BC, the recently released CleanBC plan provides a pathway to achieve the Province's legislated climate target of reducing GHG emissions by 40% by the year 2030, based on 2007 levels. The Province has also set a 60% GHG reduction target for 2040 and an 80% GHG reduction target for 2050.

In October 2018, the Intergovernmental Panel on Climate Change (IPCC) released a special report clarifying that, with current national commitments to GHG reduction, global warming is expected to surpass 1.5°C above pre-industrial levels.^[1] To avoid surpassing 1.5°C, after 2030 these commitments would need to be supplemented with very challenging actions such as restricting the use of coal, increasing the use of nuclear power, and extensive electrification to a scale that achieves net zero CO₂ emissions by 2045. Even with this effort, limiting global warming to the 1.5°C threshold may not be achieved if the Earth's warming response is more severe than currently estimated. All of these issues and the necessary actions have been clearly articulated in the City's CLP, and now the right level of planning and sustained efforts are necessary to avoid the biggest risks of climate change.

In December 2018, Council adopted a motion "Leadership for Climate Action," directing staff to report-back on options for expediting implementation of the Climate Leadership Plan.

This report provides a: status update on the Climate Action Program; details the importance of external funding opportunities, puts forward a 2019 spending proposal using funds mainly from the Climate Action Reserve Fund (CARF); and presents considerations for Council related to their December 2018 motion.

^[1] Metz, Bert. 2005. IPCC special report on carbon dioxide capture and storage. Cambridge: Cambridge University Press for the Intergovernmental Panel on Climate Change.

ISSUES & ANALYSIS

The issues and analysis section is broken into the following segments:

- Overview of the CLP;
- Update on Climate Action Program actions/progress;
- 2019 Program Priorities and Climate Action Program Plan;
- Climate Action Program issues, pace and considerations; and
- Resultant financial and other considerations.

Climate Leadership Plan Overview

The Climate Leadership Plan sets the City's long-term goals and targets for climate mitigation and adaptation. Council adopted the CLP in July 2018. The CLP key highlights are outlined below (the full plan is found in Appendix A, with more details on the CLP structure in Appendix B).

1. Vision – Low Carbon Prosperity

The City's vision for 2050 is of a vibrant, healthy, and prosperous community, fueled by renewable low carbon energy systems, and designed and integrated in ways that promote a high quality of life for all Victorians. The City's mission is to lead Victoria's transition to a renewable energy future, and to inform, equip, enable and inspire the community to rapidly reduce their own GHG emissions and prepare for climate change.

2. **Goals:** The goals from the CLP define the desired outcomes for each sector and are illustrated in this image from the document:

SECTOR

CLIMATE LEADERSHIP GOALS



BUILDINGS

Page 24

- All buildings are highly energy efficient
- All buildings are powered by renewable energy



MOBILITY

Page 34

- All Victorians have access to low carbon, high-performance and affordable multi-modal transportation
- Vehicles in Victoria are powered by renewable energy
- Smart land use minimizes transportation emissions



WASTE MANAGEMENT

Page 42

- Organic materials are managed to avoid GHG emissions



MUNICIPAL OPERATIONS

Page 48

- The City is a recognized leader in climate mitigation and adaptation
- The City takes integrated and informed climate action
- The City will provide timely and accurate data supporting strong climate mitigation and adaptation actions



ADAPTING EARLY

Page 54

- All climate-related risks to city infrastructure are minimized through early planning and action
- Victoria's natural environment flourishes in a changing climate
- All Victorians are empowered and prepared for climate impacts and emergencies

Figure 1. CLP Sector GHG Goals

3. GHG Sector Targets (supporting each sector goal, above):

SECTOR	TARGETS
Low-Carbon, High Performance Buildings	<ul style="list-style-type: none"> • By 2030, all new buildings are 'net zero' energy ready • By 2050, all existing buildings meet new high efficiency standards • By 2030, heating oil is phased out • By 2050, all buildings exclusively use renewable energy
Low Carbon Mobility	<ul style="list-style-type: none"> • By 2030, 25 percent of all trips by Victoria residents are taken by public transportation • By 2030, 100 percent of BC Transit buses are renewably powered • By 2030, Victoria residents choose walking and cycling for 55 percent of all trips • By 2030, renewable energy powers 30 percent of passenger vehicles registered in Victoria, and 100 percent of passenger vehicles are renewably powered by 2050

	<ul style="list-style-type: none"> • By 2030, 30 percent of commercial vehicles operating in Victoria are renewably powered • By 2030, 100 percent of Victoria's neighbourhoods are "complete" by design with substantial transportation system diversity
Low Carbon Waste Management	<ul style="list-style-type: none"> • Eliminate 100 percent of food and yard waste sent to the landfill by 2030 • Eliminate 100 percent of other organic materials sent to the landfill by 2030 • Capture methane from collected organic waste to provide renewable energy by 2025
Municipal Operations	<ul style="list-style-type: none"> • By 2040, all City facilities are powered by 100 percent renewable energy • All new City facilities are renewably powered • By 2025, all City power tools and small engine-driven equipment are renewably powered • By 2040, 80 percent of the City's fleet is electrified or renewably powered • By 2020, capital and operating plans are informed by climate data, carbon pricing, and the City's GHG reduction targets • By 2022, the City has developed a 'triple bottom line' accounting system that guides City business planning by assessing and balancing environmental and social risks and financial costs and opportunities • By 2022, partner with other local governments and the region to develop a community-accessible Energy and GHG information management System (EGIMS) to define, communicate and track community energy and GHG reduction across all sectors
Adapting Early	<ul style="list-style-type: none"> • Climate resilience is embedded into all City business • The City's infrastructure and services are ready to protect and respond to the risks associated with a changing climate • Natural habitats support healthy fish, wildlife, and plant populations and healthy ecosystem function • The community is knowledgeable and prepared to address the impacts from a changing climate • The City incorporates best practices in risk communication (e.g. advanced warning systems, short videos) covering all climate hazards • Climate resilience enhances quality of life for all Victorians, especially the most vulnerable

Table 1. CLP Sector GHG Targets

4. Pathways to 2050 GHG Reduction Targets (wedge graphic): the "wedge diagram" below shows today's GHG emission levels and the necessary reductions to reach Victoria's emissions target. By assigning a quantity of GHG reductions to strategies, emissions can be sliced. The slicing approach shows that there is no single strategy or sector that can reach the target. Only ambitious, concerted action on many fronts allows Victoria to reach an 80% reduction in GHG emissions by 2050. The largest reductions are possible through deep retrofits of existing home energy, including the elimination of oil heating, and facilitating a mode shift to low carbon mobility options, such as electrified passenger vehicles, emissions-free transit, walking and cycling.

PATHWAYS TO 2050 GHG REDUCTION TARGETS

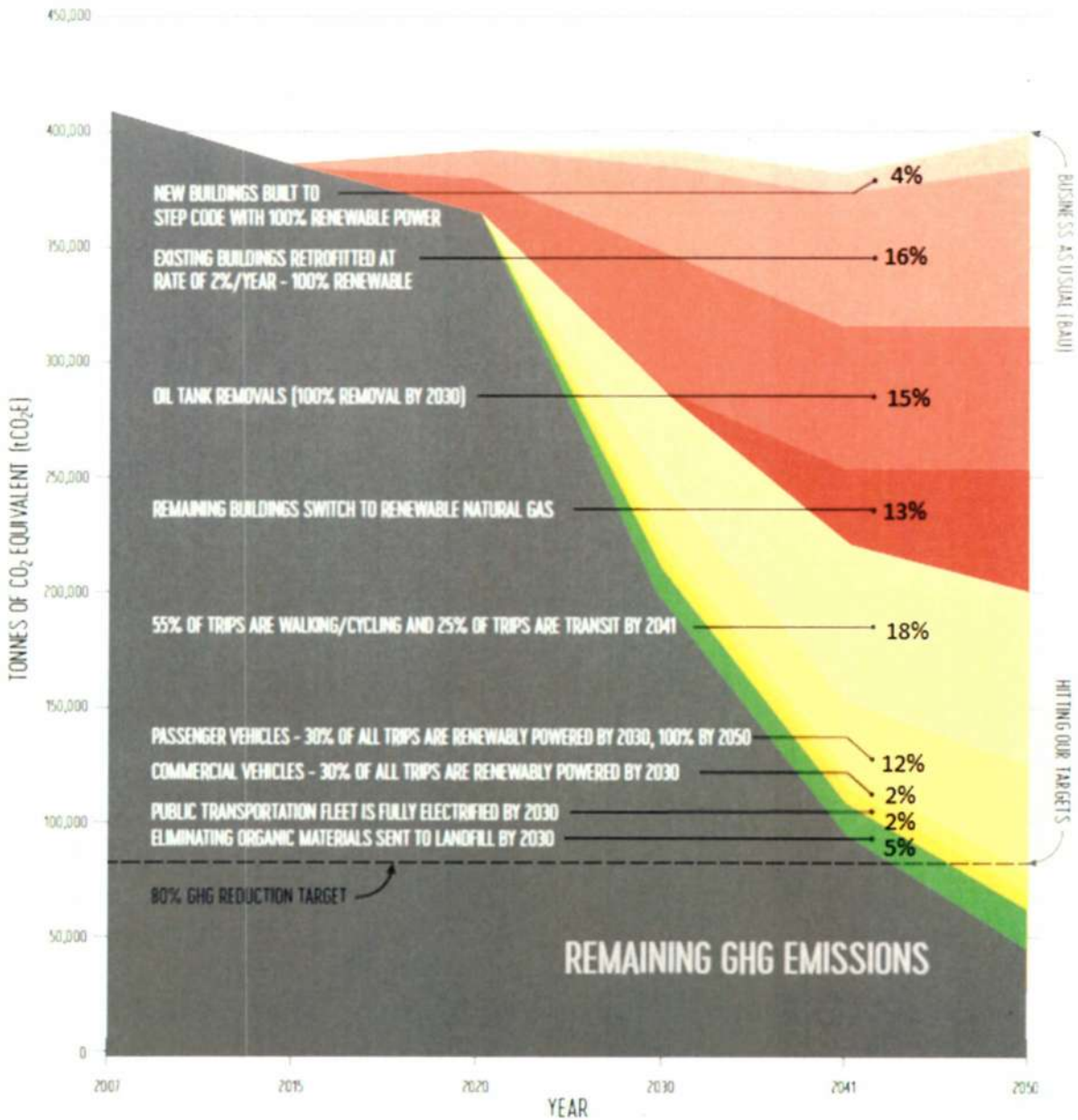


Figure 2. CLP Pathways to 2050 GHG Reduction Targets.

Collectively, these goals/targets would reach the overall target slightly before 2050, which provides a planning buffer to account for risks and uncertainties. The wedge diagram above indicates that climate mitigation actions should focus efforts on the highest-impact program areas that will demonstrate the largest GHG reductions:

- **Building Retrofit Program:** 31% total GHG reduction potential (including oil tank removal²)
- **Low Carbon Mobility:** 34% GHG reduction (active transportation, transit mode shift, and electrification)

These totals indicate that strategies for **Building Retrofit (including elimination of oil heat), transit and active transportation investments, and vehicle electrification programs** should be prioritized for the swiftest GHG reductions.

2018 Climate Action Program Progress Update

The 2018 Climate Action Program efforts were focused on the completion of the CLP and the progress of other priority programs. Staff completed the City's plan to adopt an accelerated BC Energy Step Code and completed the Market Rental and Revitalisation Study (MaRRS), which looked at policies, regulations, and incentives to preserve Victoria's aging rental housing that typically provides lower rental rates than newer purpose-built rentals, but may also require upgrades for safety, liveability, energy performance, and seismic resilience. Additionally, staff advanced priority projects identified for 2018, including the City's retrofit strategy; additional EV charging installation in downtown parkades; and the Corporate Energy and Emissions Management System. Full details are found in Appendix C.

2018 Lessons Learned

Staff commenced and completed additional important projects that emerged in 2018, outside of the priority projects and work plans, including participation in the following: Regional Working Group on Electric Vehicles and E-bikes; provincial energy-incentive program (Efficiency BC); Google's Environmental Insights Explorer beta testing; successful grant application to accelerate deep energy retrofits in the region; University of Victoria and various School District 61 presentations/visits; and, a coordinated response and submission to the Province's Clean Growth Intentions on Transportation and Efficient Buildings; among many other projects, partnerships, initiatives and public education and engagement opportunities.

Climate action activity is growing across the city, region, provincially and federally, which requires more City resources to administer and participate. The City is currently limited across many departments in its ability to implement the CLP actions and conduct community outreach and engagement to increase the reach and uptake of the CLP due to competing staff priorities and resource constraints. To facilitate uptake of the Climate Leadership Plan by the community, promotions, education and marketing activity should be wisely implemented via a strategy funded with appropriate resources. More work is required to ensure municipal stakeholders are exposed and engaged on CLP content and supported in their actions to reduce GHGs and prepare for a changing climate. All priority projects, outreach, emergent

² Renewable natural gas (RNG) has been modelled as a key enabler (13% reduction potential) for buildings that have significant barriers to shift to lower GHG power systems, like hydro electricity. The availability of RNG across the market place depends on technological development, and significant investments from gas utility and regional governments.

issues and external liaison demands time, resources, and careful management.

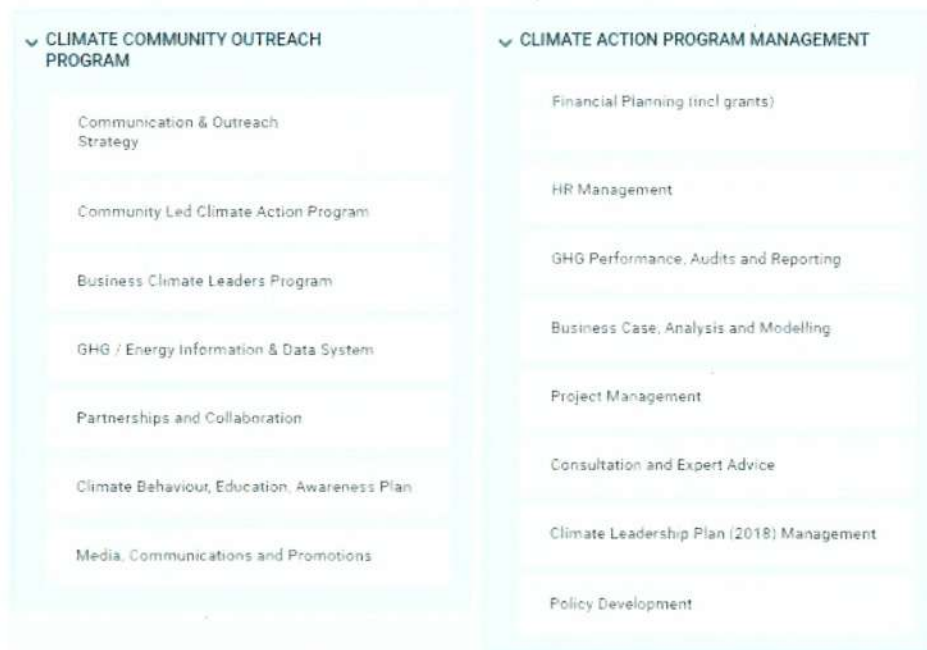
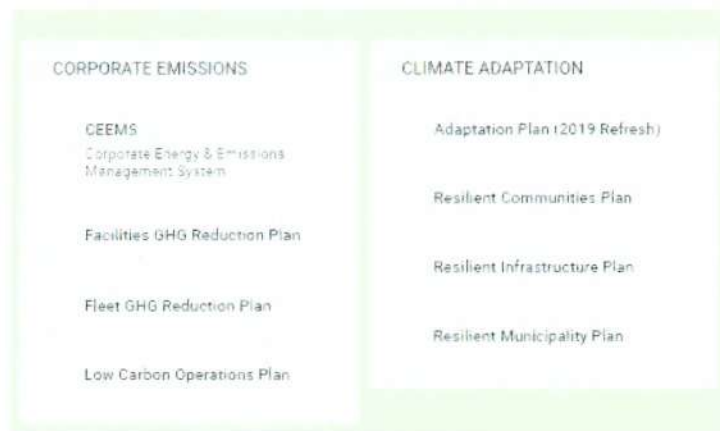
Resource limitations will dictate project outcomes (time, cost, scope and/or quality) of programs. Additional resources in key project areas with skilled staff will be key considerations for the next program phases. External consultant support will also be required in several areas to ensure complex program concepts and approaches are well defined and show the requisite promise to deliver high impact GHG reductions. The risks of reduction delays adds pressure on staff to implement the wisest suite of GHG reduction programs in the shortest possible timeframe, while also ensuring we avoid any failures or redirections. There is simply no more time to either delay, or 'get it wrong.'

Climate Action Program – Current Planning and Program Structure

The most recent staff planning activities have framed the Climate Action Program (CAP) as shown in the following breakdown, which defines the CAP framework, and is reviewed here for planning and discussion:

1. **Climate Action Program:** All City climate action programs, projects and activities.
2. **Climate Leadership Plan:** The parent document that establishes the mandate and sets the City's climate vision, goals, targets and required actions.
3. **Climate Action Program Sectors:**
 - a. High Performance Buildings
 - b. Low Carbon Mobility
 - c. Low Carbon Waste
 - d. Municipal Operations
 - e. Climate Adaptation
4. **Climate Action Program Support:** Program management activities for Climate Action Program.
 - a. Climate Outreach Program
 - b. Climate Action Program Management





Many of these major programs and initiatives have already been progressed via projects and activities, while others are currently at the concept or initial planning stages. Additional planning and actions will be required in the coming months to develop strategies, plans, and actions.

Climate Action Program Priorities

Increased and immediate attention in 2019 and over the next 5 years are considered critical in order for the City to meet the longer term GHG targets and prepare for the unavoidable impacts from a changing climate. The following programs are highlighted for Council's consideration, discussion and staff's refinement.

Priority Programs: Staff's current assessment suggests the most important programs to progress as priorities in 2019, are as follows, with the blue text highlighting the highest potential GHG reduction impact areas:

2019 PRIORITY PROGRAM AREA	INITIATIVE
High Performance Buildings	Step Code Implementation
	Retrofit Program
	Oil Heat Elimination Project
Low Carbon Mobility	Bike Master Plan (and other Active Transportation Projects)
	Transit Improvements / Electrification
	EV Strategy
	EV Infrastructure Investments
Low Carbon Waste	"EV Ready" for new construction
	Zero Waste Strategy (including work on organics/single-use)
	Love Food Hate Waste Program
Corporate Emissions	CEEMS
	Facilities Master Plan
	Fleet operations and GHG reduction review (Telematics)
Climate Adaptation	Implementation Plan
Community Outreach	Strategy Development
	Community Led Climate Action Program
	Climate Behaviour, Education and Awareness Program
	GHG / Energy Information & Data System
Program Management	Consultant Policy Workshops
	Grant Writing
	Ongoing Analysis (e.g. modelling, business case development)

The projects highlighted in the table above in blue are assessed as the most critical "High Impact" programs that pose the largest potential GHG reductions, and staff assess these programs as the most effective use of resources and priorities for 2019:

No.	HIGH IMPACT INITIATIVES	COMMENTS
1	Building Retrofit Program	Buildings represent the largest source of GHG emissions in Victoria.
2	Oil Heat Elimination Project	Oil tank elimination represents a single area with potential for one of the highest GHG reductions.
3	Bike Master Plan	Ongoing investments in mode shift through development of improved safe cycling network.
4	Transit Improvements / Electrification	Partnerships and incentives to transform regional public transit and drastically increase mode-shift to clean public transit system.
5	Climate Outreach Program	Developing strategy and plans for social programs to enable and promote progress in climate action at the personal, family, business and societal levels.
6	Expert Consultant Advice (Policy Workshop)	Comprehensive review of City programs, policy options, approach and priorities to reduce risks and guide staff and Council.

Progressing the above, high-impact initiatives, would rely on both project resources and support from legal, planning, finance, HR and engagement teams, as well as partnerships and support from other agencies, where appropriate. Based on available in-house resources, staff currently have the capability to complete initial planning / scoping in these high priority areas in 2019, but do not have access to the financial resources to quickly progress all of these programs.

Current Climate Team Staffing Model

The following organizational chart identifies the staff positions employed on the Climate Action Program team at the City of Victoria. There are four, full-time CAP staff (two FTEs partially funded on term agreements with utility providers). Additionally, for 2018-2019, CAP is supported by a hosting agreement partnership with ICLEI Canada, supporting partial FTE support to City programs. The ICLEI team member mainly supports the adaptation planning and programming for the City.



Figure 3. City Climate Action Team. Note: dashed box refers to team member embedded in SPCD, and beige box refers to ICLEI employee/Western Canada office representative.

a) Staffing Issues:

- Lack of project resources and resultant project timelines/scope limitations.
- Lack of outreach, promotional and engagement capacity
- Term employment limitations
- Need access to unique skills / experience in the marketplace to expedite and define programs.

b) Priority Staffing Considerations:

- Fill current vacancies
- Add project resources in highest priority areas
- Add dedicated climate outreach / engagement staff
- Consult for expert support where required

Considerations for Project Acceleration

In December 2018, Council passed several motions requesting commentary from staff on the considerations related to accelerating a number of key program areas in the Climate Action Program. Staff's initial consideration and assessment of the motions is discussed in this section of the report.

The following Council motions were made on December 13, 2018, and the initial staff commentary is captured in the below table:

Council Motion	Summary of Staff Comments
<p><i>Accelerating the reduction of the City of Victoria's corporate emissions.</i></p>	<p>The City's corporate target is to reduce emissions 60% by 2030 and 80% by 2040, which exceeds the community target of 80% reduction by 2050.</p> <p>In 2017, City operations accounted for 3,400 tonnes of GHG emissions, representing approximately 1% of total community GHG emissions. The CLP states that all new buildings will be renewably powered and that the City's responsibility is to lead and inspire in the transition to low carbon buildings, fleet and waste systems. City leadership by example has been established as a key principle for climate planning.</p> <p>Investment in facility renewable heating systems and high efficiency, low fuel economy vehicles are priorities, as is the electrification of all new facilities and vehicles. Additional resources and planning are required on both fronts to develop plans for wisest investments. In 2019, the PRF department will commence facilities master planning process which should include a 'carbon lens' on planning. Fleet telematics installation has been completed and will help identify the highest impact fleet investments for electrification, which relies on the growing utility EV options now entering the marketplace. Fleet Electrification plan is not yet an action for the City, and can be incorporated into the 2020 financial plan as a priority, using the 2019 telematics data to support priorities and decisions. In some cases, fleet operations will have to be redesigned to reach climate action goals and to achieve multiple coherent benefits in affordability and reliability.</p> <p>The Corporate Energy and Emissions Management System, currently underway, will establish interim targets to set an achievable trajectory to meet the CLP target of an 80% renewably or electrically powered fleet by 2040.</p>
<p><i>Expediting the transition of the municipal vehicle fleet, as well as the transition of passenger vehicles, commercial vehicles and the VicPD fleet to renewable energy</i></p>	<p>Transitioning to renewably powered vehicles is a key goal of the CLP for both corporate, personal and commercial vehicles and is discussed in both the Mobility (p. 34) and Municipal Operations (p. 48) chapters. In Victoria, on-road transportation accounts for 40% of community emissions, second highest only to building related emissions.</p> <p>The key City levers to accelerate change will be to support community's adoption of electric vehicles, using a wise mix of policy and infrastructure improvements, which includes options for incenting change indirectly, through benefits related to other vehicle services, including parking and corresponding disincentives for inefficient vehicles.</p> <p>Corporately, City vehicle emissions make up 0.5% of community emissions. Even as a relatively small contributor, the City must lead by example and inspire the transition to zero emission vehicles. The CEEMS will establish interim targets to set an achievable trajectory to meet the CLP target of an 80% renewably or electrically powered fleet by 2040.</p> <p>Staff will examine overall fleet emissions and their relative contribution to GHGs, and prioritize zero emissions or more sustainable alternatives. EPW staff will continue to work with the Police Department in order of GHG reduction potential. VicPD currently owns 3 hybrid vehicles for administrative and detective roles and seeks to purchase more on a preferential basis.</p>

<p><i>Mandating electric-vehicle charging capacity in all new construction that provides on-site parking, including a possible exemption for affordable housing.</i></p>	<p>Based on Council's previous direction, staff have been progressing stakeholder engagement to prepare a set of voluntary "design guidelines" for developers regarding EV charging infrastructure.</p> <p>Emerging best practice is regulating all new residential parking spaces to be 100% "EV-Ready," i.e., provide EV charging or provision for ready installation of EV charging. Richmond and Vancouver have adopted such policies.</p> <p>Should council wish to accelerate EV charging in all new construction, council can direct staff to seek the necessary legal review and to descope industry engagement. Staff can bring forward more information / considerations for introducing mandatory requirements in all new construction projects in Q3 2019.</p> <p><i>For staff and council clarity, please note that council have "mandate electric vehicle charging capacity in all new construction" as a 2021 action in the draft strategic plan.</i></p>
<p><i>Accelerating the implementation of the BC Energy Step Code for new buildings.</i></p>	<p>Accelerating Step Code implementation between 2020-2032 is possible in order to achieve "net zero ready" homes, as early as possible.</p> <p>Staff are currently progressing Council's 2018 direction to introduce the following steps in 2020:</p> <ul style="list-style-type: none"> - Step 2 for garden suites - Step 3 for all other Part 9 buildings (single family homes, duplexes, townhouses) - Step 2 for high-rise concrete residential (greater than 6 storeys) and Part 3 commercial buildings - Step 3 for low-rise wood-frame residential (less than 6 storeys) <p>Based on staff vacancies, overall GHG impact and other risks, altering the 2019 or 2020 program plan would risk higher priority GHG or planning programs.</p> <p>In the April 2018 CoTW report, Council directed staff to monitor project compliance after the initial 2020 timeframe, and report back on considerations for implementation timelines for step-phasing to reach the highest step 5, before 2032.</p>
<p><i>Accelerating the retrofitting of existing buildings for energy efficiency, including incentives for the installation of solar hot water, heat pumps and other clean energy technologies</i></p>	<p>Staff have identified building retrofits and fuel switching as two of the highest impact areas for GHG reductions in community.</p> <p>Key barriers to the community's adoption of low carbon heating fuels include financial/economic issues, process complexity (lack of understanding of where and how to start), lack of interest, lack of ability to make change (landlord/tenant split incentives), and affordability.</p> <p>Acceleration of this program is a priority for staff, and would include immediate planning action to accelerate meaningful community outreach, partnerships with non-profits and other commercial/government agencies, partnerships with industry, policy development, financial reviews, and program implementation.</p> <p>Acceleration of this program in 2019 would benefit from consultant support, policy review and discussion with Council, and additional staff to quickly develop towards implementation.</p>
<p>Expediting waste reduction and the capture and re-use of methane.</p>	<p>CRD is exploring regional organics treatment technologies with the potential for the production of renewable natural gas. The CRD intends to choose a partner by the end of 2019 and have an operational facility by 2021. The City of Victoria CLP recognizes the need for increased RNG capture and distribution for buildings and other systems. Staff at the CRD and City of Victoria are working closely to align shared objectives for organics treatment.</p>
<p>Reviewing the targets in the Climate Leadership Plan to account for GHG emission reductions</p>	<p>The Climate Leadership Plan renewable target is largely consistent with the 1.5°C mitigation pathways identified in the 2018 IPCC Special Report and puts the City of Victoria on a comparatively aggressive GHG reductions trajectory that meets, or exceeds those targets set by the federal and BC provincial governments.</p>

necessary to limit global warming to 1.5°C.	Staff will need to review / analyze the considerations related to the latest IPCC 1.5°C report and report back to Council at a later date with additional considerations of the 1.5 vs 2.0 temperature rise, and mid-century targets (i.e. zero emissions or 80%)
Increasing transparency of the City's annual reporting on emissions targets.	Since 2010, the City provides Climate Action Revenue Incentive Program (CARIP) reports to the province and publishes a report to the City's website. CARIP reports provide an overview of corporate GHG emissions and an outline of the measures the City has taken that year to reduce GHG emissions both corporately and community wide. Additionally, as a signatory to the Global Covenant of Mayors for Climate and Energy, the City provides an annual report on community GHG emissions and steps taken to address the local impacts of climate change.

Program Urgency, Approach and Risks

There are multiple approaches and options to consider when developing / implementing the City's Climate Action Program. Staff have laid out the priority programs in this report, which could be supported by many policy options, each with their own unique set of risks and considerations. Before any plans and major resource commitments are made, staff estimate that more in-depth discussions with Council are required now in order to further define preferences for approach (i.e. policy/incentive/disincentive), risks and considerations for each (see below), and the agreed pace required for the preferred approach. With that information, staff will be able to more accurately refine resource estimates based on the chosen approach and level of urgency. A few key questions are presented for Council to consider – namely confirming/exploring the City's role in GHG reductions and adapting to climate change impacts (noting community/business/industry/institutional stakeholder boundaries), identifying the most attractive or highest potential policy/approach, and the subsequent resource commitments/considerations required to meet objectives. These are explored in more detail below:

1. **The Role of the City:** A key consideration for the City is its role when addressing GHG reductions in specific project areas. The City's role in change-making will be different for each project/GHG reduction efforts. Many city emissions fall outside the direct control of the City, or even fit under different or multiple jurisdictions. Different stakeholders may be incentivised to reduce GHGs through one or a series of levers that the City can impose, by wise policy, strong regulation, incentives, re-design, or by other means. The City may adopt the role of educator, regulator, leader by example, advocator, intervener, convenor, promoter, designer etc. The City should determine **its role for each GHG reduction program, and how that will impact GHG reduction potential, resource requirements, legal and other risks.**
2. **Define Urgency and Importance:** Any climate program will also be defined by its urgency. The CLP has set the 'big picture' goals and overall imperative. The CLP set targets between now and 2050 and established several interim actions and priorities. The latest IPCC report reemphasises a lack of worldwide pace on climate action and reaffirms the risks of missing the global 1.5°C temperature rise target. The CLP is largely based on meeting the Paris Agreement's aim of keeping global temperatures well below 2°C (this century). Cities have already signalled the need for increased efforts, accelerated timelines and bolder actions. **Council's direction to staff on program pace/urgency will allow staff to assess options and their resource implications, which can be presented for further consideration/planning/prioritization.**

3. **Define the Approach / Strategy:** Once the City has committed to its specific role and urgency in each high impact initiative, the various options and strategies available will need to be risk assessed to answer the following question: **“what is the most impactful policy or program to achieve the desired change with the highest probability of success?”** The option(s) with the most attractive impact/risk/benefit profile. A single or suite of wise, coherent policies and other governance “levers” should aim for the most GHG reduction, per dollar and duration of investment (i.e. achieve the fastest and cheapest GHG reduction impact), while also delivering other environmental and social benefits across the community (e.g. better air quality, less noise, reduced traffic, healthier and more active lifestyles). The various options must be explored further for each initiative, so that staff can assess and make appropriate recommendations for investment.
4. **Resource Considerations:** Staff will then assess the resource implications and risk/benefit considerations and make suitable recommendations to balance time/cost/quality with staffing levels and external consultant support. All risks and requirements need to be carefully managed to avoid risks, most of all – a failure to reduce GHGs, or even creating unintended increase in GHGs over time. The risks of false-starts are increasing. The overall impact may be measured by “GHG reductions per dollar per year,” which should drive program planning. Even with any decision to increase staffing levels, the benefits will not be realised until late 2019 at the earliest, due to staffing timelines. In some areas, the skills and experience required to architect or direct staff resources are at a premium, and specialist consultant support would be required to increase the potential of program success and efficiency.

Ninety Nine Percent GHG Ownership and Tipping Points

Driving major change initiatives like climate action are significant and daunting tasks. As we know, 99% of the GHGs in our community come from behaviours and energy decisions that are mainly outside of the City's span-of-control. But the City has an important position that can leverage change, action, cooperation, information, and other shared benefits that all stakeholders need to transition to a low carbon community.

Large social change initiatives have been studied extensively and highlight that once tipping points are reached by early adopters, social normal will drive the remainder of the change. Growing the desired change, rather than just sparking/igniting it, dictates that change-making follows a trajectory similar to the innovation diffusion curve (below), and the rate of change can spill past a “tipping-point”, which does not require the sustained efforts to move the whole population mass towards the desired end-state.

Accelerating Diffusion of Innovation: Maloney's 16% Rule³

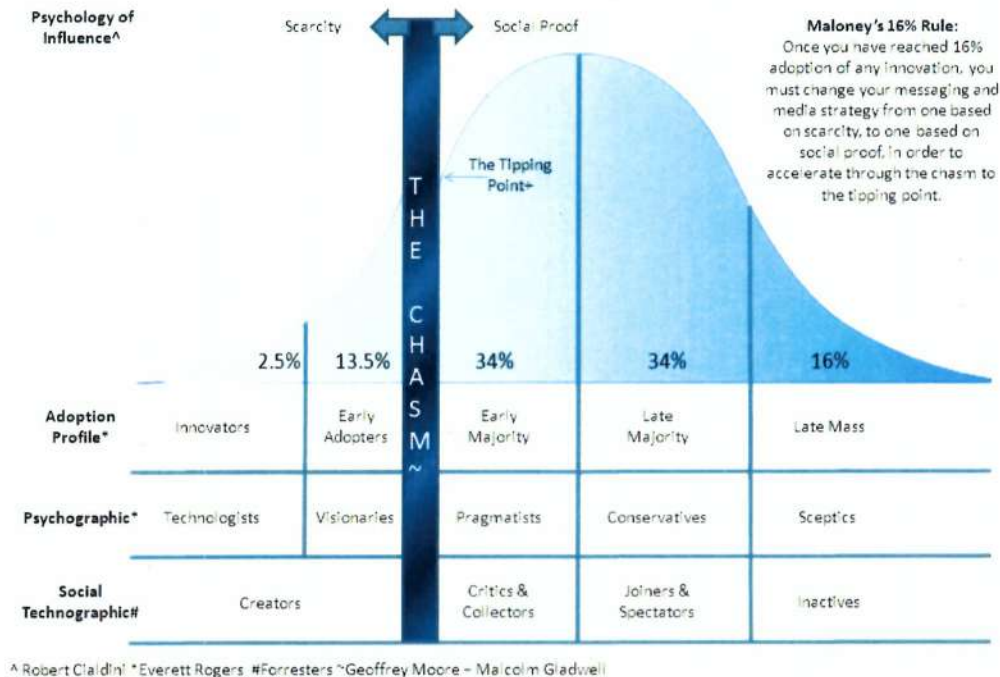


Figure 4. Innovation Diffusion Curve³

Incenting this type of change needs to focus on the behaviours that sit at the ends of the spectrum, using recognition and reward programs for those leading, and meaningful incentives/disincentives for those late adopters. Understanding the barriers and opportunities for all types of stakeholders will be key to architecting effective programs with the highest potential for success and to show the least chance of unintended consequences.

OPTIONS & IMPACTS

Once defined, the pace and scope of high impact and important initiatives will dictate the staffing requirements and financial needs of the Climate Action Program. Before programs can be scoped accurately, more information is required from Council to determine their desired regulatory/incentive/disincentive approach for high-impact initiatives. Maintaining the status quo will continue to move programs forward, but at a pace beset by current resources and priorities. Accelerating the program immediately, without a comprehensive – or even quick – look at policy options could result in false-starts, failures or negative unintended consequences across GHG emissions and health, safety, affordability and quality of life.

Any acceleration of climate action will require efforts from several departments and will result in increased financial investment from the City. Without accurate staffing and priority definition, churn and misallocation of resource risks are highest. Shared resources for cooperative and common programs across regional governments, and other levels of government may be the

³ Matinaro, Ville & Liu, Yang. (2015). Virtual design and construction: Innovation process and diffusion in Finnish construction business. International Journal of Innovation and Learning. 18. 133. 10.1504/IJIL.2015.070869.

cheapest programs to run, but may also represent less impact or effect than what is required to drive major social change programs.

Any investment in climate programs will rely on limited City tax revenues, the Climate Action Reserve Fund (CARF), plus any external funding. Climate mitigation programs will compete for funds with other important municipal programs, including infrastructure investments (some of which are needed to prepare for a changing climate). Careful risk-based investment is required and should reflect the relative importance of the Climate Action Program.

Staff / Resource Options

The following options are outlined for Council's consideration. Any other options or combinations of actions can be considered and would be subject to further analysis and reporting:

1. (Option 1) Status Quo Program

No change to current staffing and resource model. The current staffing model provides for a 4.0 FTE Climate team, which includes a cost-share model for 2 positions through agreements with BC Hydro and Fortis BC. This option would include the support of a new, 2-year agreement with BC Hydro for the Community Energy Specialist role. Other staff from City departments are supporting climate action programs and integrating CLP directions into their daily work.

This program includes progressing several projects and initiatives that are currently underway, in order of priority, including those covered by Council's previous direction. Priority 2018/2019 ongoing programs are outlined in this report and in Appendix C.

Risks: Slower project pace, reduced GHG impact, loss of funding opportunities, continued reliance on external support, and reactive issues management.

Risk to longer term climate mitigation and adaption goals, reputational, risks, legal risks and cost liabilities due to early and affordable adaptation investment.

Benefits: Relatively low operating costs.

2. (Option 2) Enhanced Program (recommended)

This option includes all of the programming in Option 1 and adds immediate staff resources as well as a process to define what is needed to more comprehensively progress high-impact initiatives, set aside higher financial reserves, and get earlier access to consultant resources to design and implement programs. This option requires \$537, 700, with future additional financial asks to follow any Policy Workshop (as detailed below).

a. Additional Staffing:

- i. 1 FTE Facilities Energy Project Specialist (BC Hydro partnership) as per 2018 approved recommendations.
- ii. 1 FTE Grant Writer.
- iii. 1 FTE Climate Outreach Specialist.
- iv. Support new 2-year agreement with BC Hydro for Community Energy Specialist, which currently expires in early spring, 2019.

b. Consultant Support (2019):

- i. **Policy Workshop(s):** Exploration and assessment of the suite of climate action / low carbon City policies / interventions / roles that will be most impactful for reducing GHGs. Ideally, any suite of policy actions will work in mutually reinforcing fashion.
 - 1. Subsequent to the Policy Workshop(s), staff would report on results and resourcing recommendations.
- ii. **Climate Outreach Strategy:** Development of the priority programs to build capacity in community and understanding / awareness to support rapid climate action, starting with communications plan, and then a more fulsome outreach strategy, to be populated upon Council's determinations through the workshops (above).
- iii. **Building Retrofit Strategy & Playbook:** Immediate consultant support to assist / accelerate the ongoing planning and program development for building GHG reductions. The retrofit strategy will be further clarified based on outcomes from the workshops (above).

Risks: Some delays for initial planning, continued reliance on external support, and reactive issues management. Reduced climate mitigation and adaption risks.

Benefits: Reduced risks due to adequate program design, access to increased funding opportunities, additional community liaison/interfaces, higher quality consultant inputs to support faster/smarter programs.

3. (Option 3) Immediate Program Restructuring

Council can consider adding significant resources (financial and staffing) immediately, before programs and policy directions are confirmed.

The following considerations relate to an accelerated program that would have to be further defined depending on the outcomes of the urgency/role discussions with Council.

- a. **Staffing:** Depending on Council's direction for urgency/policy, staff levels could be set to add a number of resources in areas listed below, which may include adding one or more of the following:
 - i. Climate GHG management staff
 - ii. Project specialist / SMEs
 - iii. Climate outreach / communications specialists,
 - iv. Grant Writer(s)
 - v. Support Teams: legal support will be required, and will depend on the role and approaches of the City. HR support will be required and will depend on staffing models adopted. Finance/procurement support will also be a consideration, depending on action plan. Facilities support will be required to house any new positions, which is beyond current location capacity.
- b. **Consultant Support (follow-on 2019 priorities):** Council could also consider adding immediate consultant support to augment staff resources and support program planning. Costs and approach would depend on Council's direction.

Risks: Potential for significant recruiting resources, high cost, office space restrictions, incoherent planning/actions, resource inefficiencies, duplication of

effort, reduced GHG reduction outcomes over time, unintended negative consequences.

Benefits: Perceived benefit / optics in community, access to available resources for priority work/programs, accelerated program pace (late 2019/2020), access to increased funding opportunities, additional resources for community liaison/interfacing.

Council Proposed Actions

Council Advocate to Province for the following immediate sector actions to promote / enable GHG reductions and realize important social and economic co-benefits:

- g. Make available all ICBC municipal vehicle km/make/model/fuel economy information.
- h. Continue the development and implementation of world-class low carbon fuel standards.
- i. Fully invest in delivery of the zero-emission vehicles sales targets as established in the CleanBC Plan.
- j. Continue progressive and direct funding programs and partnerships for municipal low-carbon initiatives, including building retrofit, transportation, waste management and other priority and shared GHG reduction programs.
- k. Support transformational improvements to regional BC transit infrastructure to promote and enable rapid mode shift to transit in the region, including transitioning the BC Transit fleet to zero emissions as early in the 2020s as possible, and:
 - i. Completion of dedicated bus lanes on all connections between the West Shore and downtown.
 - ii. Installation of Traffic Signal Priority (TSP) sensors in all buses that operate in the City of Victoria.
 - iii. Installation of 'all door loading' capabilities for all busses in the Victoria regional transit system.
 - iv. Introduction of real-time, digital bus information to enable super-convenient, accessible transit operational information.
 - v. Introduction of "tap" payment-systems common to multi-modal service providers, to support rapid loading of busses and align with Smart Mobility goals.
 - vi. Completion of the business-case to determine the most effective investments in public transportation to realize the highest potential mode-shift and ridership in the south island, including but not limited assessing commuter ferry, public transit along the E&N rail corridor and Douglas Street / Highway 1 / Highway 99, bus rapid transit (BRT) or light-rail transit (LRT).
 - vii. Reporting of annual regional transit GHG and combustion pollutants, mitigation priorities, progress and business cases for investments.
- l. And that Council continue to advocate and engage with the CRD to prioritize the introduction of systems to minimize fugitive methane and capture all landfill GHGs.

Impacts to Financial Plan

The recommended options ('Enhanced Program') would require \$537,700 of funding prior to the completion of the Policy Workshop(s). Further financial asks will be brought forward as a separate report following the Policy Workshops.

The operating budget for the Climate Action program supports two FTEs and modest expenditures in consultant support, analysis and research. The Climate Action operating fund in the draft 2019 Financial Plan is \$314, 995. The Climate Action Program's core activities and partnerships are normally met by drawing funds from the Climate Action Reserve Fund, which has a projected, uncommitted, reserve balance for 2019 of approximately \$350,000. These monies are augmented annually using the CARIP⁴ grant (at a rate of approximately \$90, 000 per annum). As the City eliminates corporate GHGs, the money received through the CARIP grant will be reduced. Additionally, the energy savings from the LED street light replacement program will be added to the reserve, once confirmation of amount is received from BC Hydro. The CARIP and LED savings are intended to fund ongoing City corporate energy savings projects, and to maintain healthy reserve levels; however, as climate action needs grow, additional funding sources are required.

Each year, staff submit applications to government agencies, non-profits and utility providers to supplement those funds available through the CARF for adaptation and mitigation efforts. Staff's preliminary assessment has identified more than \$1.5 million in grant opportunities applicable to City programming (most submissions are due in Q1, 2019). CARF funding is available through various funding agencies and matching funds are required in many instances. The estimated staff time required to pursue these opportunities is beyond the capacity of current staffing levels. There is currently no FTE at the City to prepare detailed submission, expressions of interest or grant applications. A partial FTE exists corporately to provide strategic support to all City departments applying for grants.

The Federal Gas Tax Fund may also provide a suitable option to support accelerated climate action initiatives. Historically, these funds have been used to support capital infrastructure projects such as the active transportation network. However, as per its stipulations, the Gas Tax Fund are configured so that they could support City capital climate action projects. A long-term funding strategy is required to ensure program health and climate action progress.

Staff remain focussed on implementing actions that achieve the highest GHG reduction per dollar of investment together with co-benefits to other Council priorities, including health and well being, affordability, and sustainability.

Financial planning in all City departments must consider the requirements to meet their individual capital project GHG objectives set forth in the CLP. The estimated project funds required in 2019 are outlined in the below table:

Initiative *	2019 (Existing Climate Action Operating or CARF draw)	Comments
Step Code Implementation	See comments	Step Code is active as of November 1, 2018 with implementation and staff monitoring through Permits and Inspection staff in Sustainable Planning and Community Development.

⁴ The Climate Action Revenue Incentive Program (CARIP) is a conditional grant program that provides funding to local governments that have signed the B.C. Climate Action Charter equal to 100 percent of the carbon taxes they pay directly to support local government operations. The program encourages investment in climate action.

Retrofit Program Strategy	funding carry-forward from CARF, plus an additional new request for \$50, 000	Research and analysis; strategy development
BC Hydro Community Energy Specialist partnership	\$55,000 (per annum over 2 years)	Continue the partnership with BC Hydro to partially funding a Community Energy Specialist (with focus on Step Code, MaRRS, etc).
Community Energy Specialist	\$34, 700	Partnership with Fortis BC expires in August 2019. These funds are to continue the position, fully-funded by CoV, for the remainder of 2019.
Oil Heat Elimination Program	Existing staff resource	Priority and scope to be defined by Policy Workshop(s)
EV Strategy	Funding carry-forward from CARF	Complete and implementation commenced
EV Infrastructure Investments	\$50,000	One additional project (set of charging infrastructure, or policy change)
EV-Ready for new construction	Contingent on staffing of continued specialist position in SPCD.	Introduce regulations for new development EV infrastructure.
CEEMS	Existing staff resources and carry-forward item	
Facilities Master Plan	N/A for Climate Action Program (Facilities budget)	
Fleet Duty Cycle (Telematics)	Existing staff resources in engineering	Data trending and recommendations for priority replacements.
Climate Outreach Strategy / Plan	TBD (based on Policy Workshop outcomes)	A program to realize change across the community
Climate and Sustainability Communications Strategy	Existing staff resources and \$50, 000 carry-forward from CARF.	Staff have identified the need for a robust climate and sustainability communications strategy that clearly presents a detailed approach for sharing what the City is doing in the priority areas and for inspiring action by residents, businesses and visitors. Staff have identified the previous funds committed for the Climate and Sustainability Change Agent to support this strategy's development.
GHG / Energy Information & Data System Scoping	Existing staff	Advancing specific projects and future program scoping completion
Policy Workshop(s)/Review (Consultant)	\$100, 000 (estimated)	Consultant support to host a series of workshops with council and staff on climate action focus areas and recommended steps. The requested amount is an initial rough estimate.
Ongoing analysis, modelling, business case development, grant applications, etc.	Carry-forward from CARF	Ongoing analysis and modelling to support program planning and development.
District 2030	\$25,000	To support the development of British Columbia's first 2030 District

Carbon Pricing	TBD based on Policy Workshop	Consultant support will be sought to analyze City processes and implement a solution into capital planning and reporting that enables the City to account for the full cost of carbon in its expenditures.
Climate Grant Writer	\$117, 000 (per annum)	As identified in option 2, Enhanced Program
Climate Outreach Specialist	\$106, 000 (per annum)	As identified in option 2, Enhanced Program.
Any additional staff based on Policy Workshop outcomes	TBD	To be identified through Policy Workshop(s) (option 2)
Total Ask:	\$537, 700	

* Note: Sustainable mobility and Zero Waste programs have been removed from this section, as they are administered via those programs, as per the goals and targets from the CLP.

Accessibility Impact Statement

Infrastructure and asset planning will incorporate and report on community accessibility considerations in accordance with current and future City policies and instructions.

2019-2022 Draft Strategic Plan

The City's draft Strategic Plan includes eight objectives and associated actions. Objective 8 is Climate Leadership and Environmental Stewardship. Staff response to the Climate Leadership Plan initial draft actions, Step Code and EV charging for new developments is contained in the body of the report. Staff response to the Alternative Energy and Energy Utility draft Strategic Plan items are outlined below, and are reported separately as part of staff's response to Council draft Strategic Plan motions.

Topic: *Alternative Energy*

Action: (16) *Work with the Greater Victoria Harbour Authority on options for shore power and lower emissions ground transportation. (2021)*

Staff Commentary: The Climate Leadership Plan includes an action for initiation by 2020 to "Work with port authorities to supply on-site renewable energy for marine vessels." This CLP action recognises the opportunity to reduce a significant source of GHG emissions and improve local air quality. The City recognises the Greater Victoria Harbour Authority's role in this area and BC Hydro as the likely electrical service provider. The policy direction to approach this issue will be informed by the recommended review with Council in Q1/Q2 2019.

Topic: *Energy Utility*

Actions:

(17) *Explore the creation of a municipal energy utility, more local energy creation solar, ex. Foodwaste generators for food trucks at the museum. (2021)*

(18) *Create a municipal energy utility, more local energy creation solar, ex. food-waste generators for food trucks at the museum. (2022)*

Staff Commentary: Traditional energy utility models will face increased competition from the emergence of new, affordable, local and distributed energy technologies that provide local, on-site power generation such as solar, wind and geothermal. Costs and energy storage remain the key barriers to wider scale implementation. Solar and wind can be used today to augment the

hydroelectric grid, to provide capacity from passive renewables where possible. The City has already explored some potential opportunities for expansion of district energy in Victoria, shared by linking buildings that require opposite needs of heating and cooling. Future opportunities to support the transition to all forms of renewable energy should be progressed as a secondary priority to elimination of fossil fuels and GHG emissions. In the future, the City may explore its role in the management of future energy systems and mixes, or its role in promoting a different mixture of hydroelectricity, solar, wind and other renewable forms. Any action in this area would require a business case to better understand future options that would be appropriate in consideration of potential GHG reduction or other positive impact. With an increased understanding of the objectives from Council related to this motion, staff can report on this item as part of the annual reporting process. Exploration of legal authorities for such a utility should be undertaken early in the process.

Official Community Plan Consistency Statement

OCP Sustainability Vision:

"Victoria is an urban sustainability leader inspiring innovation, pride and progress towards greater ecological integrity, livability, economic vitality, and community resiliency confronting the changes facing society and the planet today and for generations to come, while building on Victoria's strengths as a harbour-centred, historic, capital city that provides exceptional quality of life through a beautiful natural setting, walkable neighbourhoods of unique character, and a thriving Downtown that is the heart of the region."

Section 12 - Climate Change and Energy Goals:

- 12(A) Victoria and Victorians are more resilient to climate change and energy scarcity and costs.
- 12(B) New and existing buildings are energy efficient and produce few greenhouse gas emissions.
- 12(C) Transportation options reduce fossil fuel dependence, help conserve energy and produce low greenhouse gas emissions and other air contaminants.
- 12(D) The waste stream to the regional landfill is reduced to a minimum, with recovery, re-use, recycling and composting of resources undertaken as standard practice.
- 12(E) Victoria relies on clean renewable, diverse and efficient energy sources.

Section 12 – Climate Change and Energy Broad Objectives:

- 12(a) That climate change is mitigated through the reduction of greenhouse gas emissions from buildings, transportation and solid waste.
- 12(b) That the community is prepared for climate change through adaptation planning that reduces future impacts on public health, property and the natural environment.
- 12(c) That community energy consumption and generation are managed to give priority to conservation and efficiency, diversification of supply, renewable energy, and low carbon fuels.
- 12(d) That the supply, distribution and efficient use of energy, including the provision of renewable energy at the district scale, is achieved in alignment with the urban Place Guidelines in this plan.

CONCLUSION

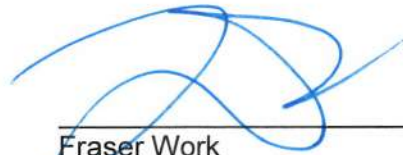
In August 2016, Council committed to a long-term greenhouse gas (GHG) reduction target for both corporate and community emissions of 80 percent GHG reduction by 2050, including a corresponding target of 100 percent renewable energy by the same date. In July 2018, Council adopted the City's first Climate Leadership Plan (CLP), reflecting two years of staff work centred on planning, modelling, mapping and expert GHG and energy consultation. The CLP renewable target is largely consistent with the 1.5 °C mitigation pathways identified in the 2018 IPCC Special Report and puts the City of Victoria on a comparatively aggressive GHG reductions trajectory that meets, or exceeds those targets set by the federal and BC provincial governments. The CLP identifies the goals, targets and near-terms actions to limit Victoria's contributions to global warming, and to prepare for a changing climate.

As the CLP underscores, only some actions across each sector (Buildings, Mobility, Waste, Municipal Operations, and Adaptation) include well-defined strategies. For the rest, the City must first gain a fuller understanding of the related barriers and opportunities to determine how best to proceed. The City's Climate Action Program is focused on progressing the CLP, and this report has outlined the CAP priority areas for 2019. Should council wish to accelerate the pace of climate action by the City, this report has identified several considerations for council, including the recommendation that Council directs staff to proceed with option 2 ('Enhanced Program'), which will include immediate consultant support for policy workshops with Council. Staff also recommend that council consider the 2019 CAP spending plan as part of the 2019 Financial Planning process, with draws from the CARF and other City sources.

Respectfully submitted,



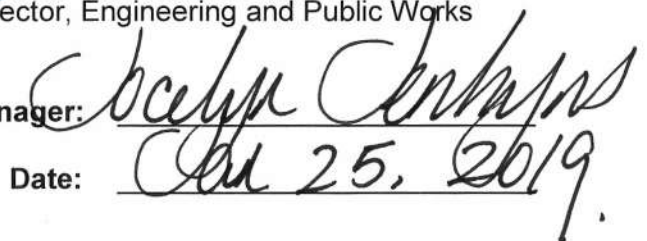
Jess Dawe
Manager, Energy and Climate Action



Fraser Work
Director, Engineering and Public Works

Report accepted and recommended by the City Manager:

Date:


Jan 25, 2019

Attachments:

Appendix A – Climate Leadership Plan (PDF)

Appendix B: Climate Leadership Plan Overview

Appendix C: 2018 Climate Action Program Progress/Commentary

CITY OF VICTORIA CLIMATE LEADERSHIP PLAN

*Strategies and actions for a
prosperous, low carbon future*



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The City of Victoria is located on the traditional territories of the Songhees and Esquimalt Nations.



MESSAGE FROM THE MAYOR

It's 2050. Victoria is a prosperous, affordable, sustainable and smart city. Victorians' health and well-being is the best in the nation and Victoria features in the annual World Happiness Report as one of the happiest small cities on the planet. Here's how...

We live in a dense, compact city with people clustered along corridors, in village centres and downtown.

We've stewarded our natural assets – tree canopy, parks and open spaces, ocean – and these continue to contribute to our quality of life and the livability of our city.

We live and work in buildings that are powered by 100 percent renewable energy. We move about mostly by affordable, efficient, 100 percent electric rapid public transit, and by walking and cycling. Some of

us still drive, but we use vehicles powered by 100 percent renewable energy.

All our kids are safer, happier and healthier than they were in 2018. And they all have more opportunities. No one has been left behind in the transition from a fossil fuel based economy to a low carbon economy. New educational opportunities match the new job opportunities that have sprung up as Victoria's amazing entrepreneurs leapt at the challenge to innovate and invent the goods and technologies needed for this clean energy future.

Our Climate Leadership Plan lays the foundation for this future. It is a series of goals, targets, strategies and actions for each of us to work towards that will take us towards low carbon prosperity. The City's role is to lead and inspire, to transform our own fleet, buildings, energy use, consumption habits and waste management. We aim to make the City's buildings, fleets and public spaces into a model of what is possible. But the City's actions are not enough. Corporate emissions account for only one percent of total emissions in the city. Our core commitment and our number one job is to support our residents and businesses as they take action.

To get to 100 percent renewable energy by 2050 and to reduce our greenhouse gas emissions by 80 percent over 2007 levels by that same year means we need to do more than turning off lights when we leave the room, recycling,

and using less water. It means that, at our core, we need to acknowledge that we have to fundamentally change the way we live in cities. This also means making our daily lives more convenient, affordable, efficient and happier at the same time as healing the planet.

First and foremost this climate challenge is human-centred. It is about us, all of us. Yes, technology and innovation will help us get there. But to truly solve the climate challenge we need to weave a strong social fabric. We must build on the gifts and talents of our friends, neighbours, and colleagues. It means we need to shift our thinking from me to we, from now to the long term. We are all in this together.

LISA HELPS, VICTORIA MAYOR



EXECUTIVE SUMMARY

Climate change poses the greatest environmental challenge we face. Extra heat in Earth's atmosphere from global burning of fossil fuels is affecting communities around the world, and Victoria is no exception. The Climate Leadership Plan (CLP) charts a local response to this global challenge.

Victoria has both a responsibility and an opportunity to respond to the causes and impacts of climate change. The City's vision for 2050 is of a vibrant, healthy, and prosperous community, fueled by renewable low carbon energy systems, and designed and integrated in ways that promote a high quality of life for all Victorians. The CLP presents goals and actions to deliver on this vision – actions that, together with actions across the world, can help mitigate global climate change.

The City of Victoria is committed to an **80 percent reduction** in greenhouse gas (GHG) **emissions** and a shift from GHG-intensive fossil fuels to **100 percent renewable energy**.

Since the City's corporate operations contribute a small fraction of Victoria's GHG emissions and energy consumption, meeting the climate goals must be a community-wide effort. The CLP's core planning principle is to lead and inspire action, and to partner with citizens, businesses, other levels of government and stakeholders to meet

climate goals and become a more prosperous and affordable community.

The CLP's goals and actions are organized in this plan by sector and type, and presented in five separate chapters. Each chapter includes baseline performance data and a climate action roadmap, which includes goals for the sector (see chart on next page), and specific action items to deliver on the goals.

Four of the five sector chapters address Victoria's GHG reduction and renewable energy challenge for Victoria's built environment (Low Carbon High-Performance Buildings), for how we get around (Low Carbon Mobility), for the materials we discard (Low Carbon Waste Management), and for the City's fleet and buildings (Municipal Operations). Throughout the sectors, the CLP presents actions to reduce GHGs, energy demand and replace fossil fuels with renewable energy. It also defines broader system redesigns that eliminate unnecessary energy use and build resilience.

The actions within the CLP also seek to maximize Victoria's resilience by enhancing infrastructure and ecosystems so they will flourish amidst the shifts and extremes from a changing climate. The challenge of preparing for climate-driven impacts is addressed in the CLP's final sector (Adapting Early). Through innovation, and the early launch of long-term projects, Victoria can manage the expected increase in severe and prolonged storms, heatwaves, flooding, and sea level rise. Early investments will minimize costly and disruptive actions later.

The CLP is a living document designed to evolve with scientific understanding and improved climate response strategies. One development underway is a growing understanding of the importance of embodied emissions, which are the GHGs produced to make and deliver the food, energy and products that we consume (see The Next Chapter: Embodied Emissions). Future iterations of the CLP will take these imported emissions into account to more comprehensively address Victoria's greenhouse gas 'footprint.'

SECTOR

CLIMATE LEADERSHIP GOALS



BUILDINGS

Page 24

- » All buildings are highly energy efficient.
- » All buildings are powered by renewable energy.



MOBILITY

Page 34

- » All Victorians have access to low carbon, high-performance and affordable multi-modal transportation.
- » Vehicles in Victoria are powered by renewable energy.
- » Smart land use minimizes transportation emissions.



WASTE MANAGEMENT

Page 42

- » Organic materials are managed to avoid GHG emissions.



MUNICIPAL OPERATIONS

Page 48

- » The City is a recognized leader in climate mitigation and adaptation.
- » The City takes integrated and informed climate action.
- » The City will provide timely and accurate data supporting strong climate mitigation and adaptation actions.



ADAPTING EARLY

Page 54

- » All climate-related risks to city infrastructure are minimized through early planning and action.
- » Victoria's natural environment flourishes in a changing climate.
- » All Victorians are empowered and prepared for climate impacts and emergencies.

INTRODUCING THE CLIMATE LEADERSHIP PLAN

*Victoria Council voted for action in August 2016 when it committed to reduce community-wide greenhouse gases (GHGs) by **80 percent by 2050 (from 2007 levels)** and to shift away from fossil fuels to **100 percent renewable energy¹ by 2050**. These targets align with provincial and federal commitments as well as the international targets agreed to in the 2015 Paris Climate Agreement.²*

This Climate Leadership Plan (CLP) is the City's first attempt to comprehensively size-up and begin delivering on its climate and energy commitments. It is the result of community and stakeholder outreach and analysis by city departments, assisted by expert consultants. The result is a comprehensive assessment of Victoria's GHG emissions and sector-specific plans for tackling them.

The CLP calls for a transformation of how we use and manage energy, from heating and powering our homes and buildings to how we power our automobiles and dispose of our waste. It is an action plan to drastically improve energy efficiency, because doing more with less energy is the cheapest way to cut carbon emissions. It is also a plan to use

low carbon energy to provide the remaining energy needed to support our daily quality of life.

Why must cities such as Victoria embark on such ambitious action if climate change is a global problem? The imperative to act locally stems first and foremost from the fact that cities are a big part of the problem. Urban centres consume nearly 80 percent of global energy and account for more than 70 percent of GHG emissions, and their share is growing.

But as global centres of innovation, technology, industry and efficiency, cities are also a big part of the solution. As Harvard professor and author Ed Glaeser has said, "cities magnify the human ability to learn from others around us."³

¹ The City of Victoria defines renewable energy as any energy that is generated from naturally occurring processes that can be replenished over a human timescale. This includes sunshine, wind, flowing water, and geothermal heat. In 2017, 40 percent of all energy used within Victoria's municipal boundaries came from renewable sources. By 2050, we aim to run exclusively on renewable energy.

² An agreement within the United Nations Framework Convention on Climate Change (UNFCCC) dealing with greenhouse gases emissions mitigation, adaptation and finance starting in the year 2020.

³ Glaeser, E.L. (2011). *Triumph of the City: how our greatest invention makes us richer, smarter, greener, healthier, and happier*. New York: Penguin Press.

The CLP is about accelerating climate innovation and action, and providing goals to measure our progress. In some cases, it is not yet clear how to best achieve our goals, but bold and ambitious targets will help galvanize and align the innovative and creative solutions that are required. In most cases, no ‘technology miracles’ are required since affordable, low carbon options are already available in the marketplace.

This document is a ‘leadership’ plan because it is about more than just improving municipal services and operations. The City’s corporate GHG emissions account for roughly one percent of our community’s carbon footprint, so the CLP’s big win lies in inspiring

the entire Victoria community to bring climate action into their daily lives and decisions.

Victorians’ creativity and innovation will play a part in reimagining how we all can do better, and they can build jobs and economic prosperity in the process. Local industries, for example, can showcase their national and international leadership in the design and delivery of high-performance buildings, vehicles, technology, and equipment that consume or help use drastically less energy. Only with the City working closely alongside community, industry and institutional partners can we all reach our targets.

Acting on climate change will also deliver financial, environmental, and social benefits across our community, like better air quality, less noise, reduced traffic congestion, increased building comfort, healthier and more active lifestyles, new jobs, and more independent and affordable energy choices.



VICTORIA'S CLIMATE IMPERATIVE

Global human civilization is highly dependent on fossil fuels to heat and power buildings, produce food, and propel vehicles. The result is a changing climate.

Burning fuels such as gasoline, diesel, heating oil and natural gas produces carbon dioxide (CO₂) — a heat-trapping greenhouse gas (GHG). That CO₂, along with other GHGs such as methane, traps the sun's energy and causes an overall warming of the planet. It is called the greenhouse effect, and it has heated Earth's surface by about 0.8 degrees Celsius since the end of the 19th Century. At least another 2 degrees of warming is expected by the end of this century, unless we act now.

Two or three degrees may not sound like much. But, as with a child's fever, a few degrees of extra warmth is enough to throw a complex, balanced system into danger. For the Earth, extra heat is already causing profound changes. As the United Nation's Intergovernmental Panel on Climate Change (IPCC) concluded in its latest global report: "Warming of the climate system is unequivocal, and since the 1950s, many of the observed changes are unprecedented over decades to millennia. The atmosphere and ocean have warmed, the amounts of snow and ice have diminished, sea level has risen,

and the concentrations of greenhouse gases have increased."³

Climate change is worsening because GHGs stay in Earth's atmosphere for decades, and because we keep adding more each year. The GHGs are building up. In 2016, the atmosphere contained over 400 parts per million (ppm) of CO₂ year-round for the first time in human history, and two years later CO₂ is already averaging 407 ppm.⁴ The IPCC has warned that CO₂ concentrations should not exceed 445 to 490 ppm to limit global temperature rise to 2°C. Holding warming there is important because climate scientists say that adding more than 2°C to the global fever will unleash more extreme impacts. The 2015 Paris Climate Agreement binds the international community to keeping global warming to no more than 2°C, but also pledges further effort to limit the temperature increase during this century to 1.5°C.

Holding the line on global temperature rise means slashing GHG emissions worldwide faster than planned. Nearly all countries have pledged to

³ IPCC. (2014). Climate Change 2014 Synthesis Report. https://www.ipcc.ch/news_and_events/docs/ar5/ar5_syr_headlines_en.pdf

⁴ As above.

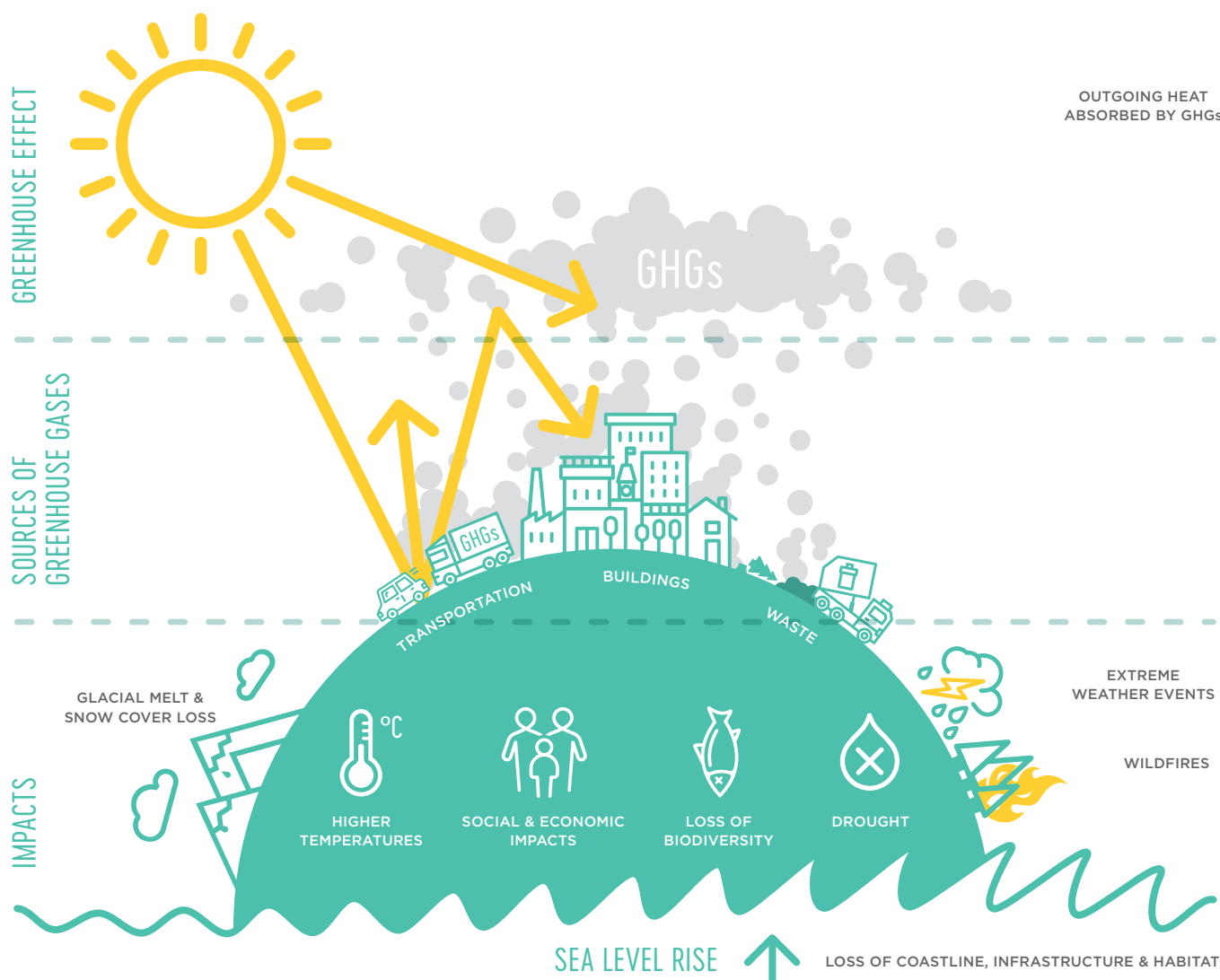
reduce their emissions. Canada, for example, pledged to cut its emissions 80 percent by 2050, relative to 2005 levels. But the global ambition displayed to date falls far short of what is needed to meet the Paris commitments. The United Nations Environment Programme last year called the gap between national climate action plans and what is needed to meet the Paris agreement's 2°C target, "alarmingly high."⁵

Climate scientists have already documented a host of impacts including droughts, flooding, sea level rise, more frequent and destructive storms, global ecosystem

decline, loss of biodiversity, food and water scarcity, and increased disease caused by historic GHG emissions.

Their models project that climate-driven impacts could go from bad to catastrophic without rapid, deep cuts in future emissions. Leading economists estimate that such climate impacts and costs to protect against them could cut economic activity around the world by 5 to 20 percent.⁶

Bold, precautionary action at the earliest possible opportunity is the only reasonable response to minimize these risks.



⁵ UNEP. (2017). Emissions Gap Report 2017. <https://www.unenvironment.org/resources/emissions-gap-report>

⁶ Stern, N. H. (2007). The Economics of Climate Change: The Stern review. Cambridge, UK: Cambridge University Press.

LOCAL CLIMATE RISKS

By 2050, impacts of global GHG emissions on Greater Victoria⁷ will likely include:

- » **Increased seasonal precipitation** — 31 percent more rain and snow on ‘very’ wet days and 68 percent more on ‘extremely’ wet days — may cause local flooding and property damage.
- » **Rising sea levels** of at least half a metre will likely cause local flooding, coastal erosion, and heightened risk of property damage, requiring increased investment in protections and infrastructure. These risks will be pronounced during more frequent storm events, especially storms that hit during high tides.
- » **More frequent, longer and hotter heatwaves** will place socially and economically vulnerable populations at risk of negative health impacts including potentially deadly heat stress and stroke.
- » **Other unavoidable impacts** include increased wildfires, drought, water contamination, and loss of biodiversity, as well as increased building and infrastructure damage and risk management costs.

Wider Climate Considerations

As the climate changes, so too do the ecosystems that we rely on. Globally, it is likely that climate change will exacerbate food insecurity in areas that already suffer most from hunger and malnutrition,⁷ and the IPCC predicts that roughly one billion people could face increasing water scarcity as a result of climate change. Victorians are at lower risk of water shortages due to local precipitation levels and our watershed management and conservation practices. But climate change may disproportionately reduce access to a healthy diet in lower income groups by increasing food costs.⁸



A fallen tree after a strong windstorm in Victoria.

⁷ CRD. (2017). Climate Projections for the Capital Region. (Projections based on RCP 8.5 and 2.6)

⁸ BC Ministry of Health. (2013). Evidence review: Food security. <https://www2.gov.bc.ca/assets/gov/health/about-bc-s-health-care-system/public-health/healthy-living-and-healthy-communities/food-security-evidence-review.pdf>



EARLY ACTION ON STORMWATER

Victoria will experience intense rain storms by mid-century that could easily overwhelm parts of our aging stormwater system, some of which is 100 years old. That is, if we were not continually updating it. In 2014, the City built climate projections of increased rainfall into its 2014 Stormwater Master Plan. As a result, designers are ‘future-sizing’ the drain pipes, catch basins, and outlets that move stormwater away from our buildings and roadways. The City of Victoria is also reducing how much rainwater enters the system. A Stormwater Utility created in 2016 provides incentives for residents and businesses to use ‘green’ infrastructure such as rain gardens and water-permeable pavement. These low-impact strategies can slow down and filter stormwater flows, and also recharge aquifers.

VICTORIA'S CLIMATE CHALLENGE

Achieving Victoria's climate action goals — an 80 percent reduction of community-wide GHGs (based on 2007 levels) and transitioning to 100 percent renewable energy by 2050 — does not mean starting from scratch. As a community, we are already moving in the right direction, but we must increase our efforts.

Emissions Snapshot and Scenarios

Victoria's carbon footprint stems largely from the energy used to heat buildings, the fuels that propel vehicles, and what becomes of waste after it is discarded. In 2017, of the 370,000 tonnes of greenhouse gases emitted, approximately 50 percent of Victoria's GHG emissions came from buildings, 40 percent came from transportation, and 10 percent from waste.⁹

Electricity in Victoria is relatively clean, since nearly all of the electricity supplied by BC's power grid comes from renewable hydropower.¹⁰ Due in part to this, the city is moving towards reaching its 100% renewable energy target. Currently, 40% of Victoria's energy is renewable (Figure 3).

Building-related GHG emissions thus come primarily from combustion of heating oil and natural gas (figure 2). The transportation sector produces GHGs

mainly by burning gasoline, diesel, and propane fuels in passenger vehicles.

Regionally, emissions from municipal waste come from methane released by decomposition of organic waste at the Hartland Landfill. Methane is a powerful greenhouse gas, which traps heat in Earth's atmosphere more effectively than CO₂.

Interim targets:

To help Victoria track progress and make mid-course corrections as we work towards our 2050 commitments, the CLP sets a pair of interim targets. They are to reduce community GHG emissions by 50 percent (by 2007 levels) by 2030, and to cut the City of Victoria's corporate emissions by 60 percent by 2030.

⁹ The City of Victoria tracks its emissions through the Global Protocol for Community-Scale Greenhouse Gas Emissions inventories (GPC).

¹⁰ The Clean Energy Act mandates BC Hydro to supply at least 93 percent clean power, including renewable sources such as hydropower. In 2016 it supplied 96 percent clean power.

2017 GHG EMISSIONS BY SECTOR (387,694 tCO₂e¹¹)

32% COMMERCIAL, INSTITUTIONAL, INDUSTRIAL, AND MULTI-UNIT RESIDENTIAL

19% SINGLE FAMILY HOMES

9% SOLID AND LIQUID WASTE

40% ON-ROAD TRANSPORTATION

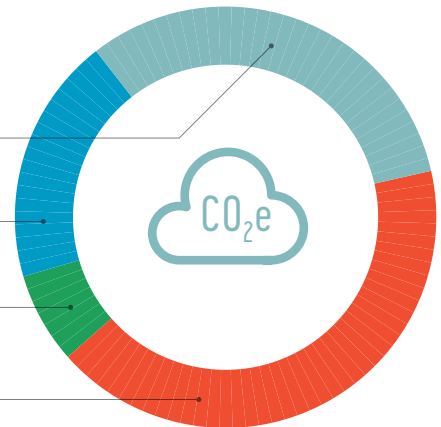


Figure 1: City of Victoria GPC Compliant Inventory, 2017

2017 GHG EMISSIONS BY FUEL TYPE

36% GASOLINE

3% ELECTRICITY

7% DIESEL

2% WOOD

2% PROPANE

12% HEATING OIL

38% NATURAL GAS

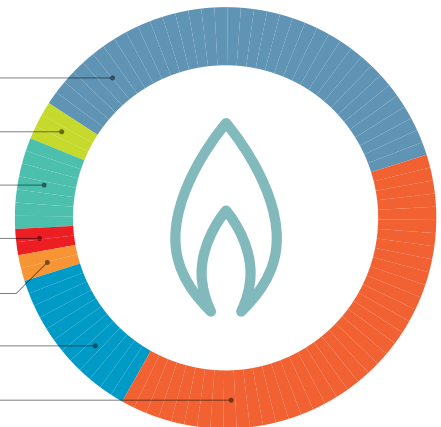


Figure 2: City of Victoria GPC Compliant Inventory, 2017

2017 RENEWABLE AND NON-RENEWABLE ENERGY MIX

35% RENEWABLE ELECTRICITY

3% WOOD

2% BIODIESEL AND ETHANOL

<1% RENEWABLE NATURAL GAS

8% HEATING OIL AND PROPANE

23% GASOLINE AND DIESEL

29% NATURAL GAS



Figure 3: City of Victoria GPC Compliant Inventory, 2017

Between 2007 and 2017, Victoria's population increased by 9.9 percent, while our community GHG emissions dropped by 7.4 percent. This progress is mainly due to lower carbon building, transportation and waste systems, and to people making energy reduction a priority in their lives. While

positive, the overall pace falls short of what is required to meet our 2050 GHG commitments and, if continued, would only bring us to a 32 percent reduction by mid-century. Reaching our targets will require wise planning decisions and collective acceleration of our climate action efforts.

¹¹ CO₂e is a unit that uses carbon dioxide as the baseline to describe different greenhouse gases and their global warming potential.

Getting Past 'Business as Usual'

The City uses a model to estimate how many tonnes of GHGs the community is likely to release in the future. The model simulates the effectiveness of potential GHG reduction strategies for the buildings, transportation and waste sectors. Based on a suite of climate action strategies, two scenarios are modelled:

Business As Usual (BAU): Includes effects on GHG emissions from population and job growth, anticipated changes in Victoria's building stock, and established provincial/federal climate and

energy policies, but assumes that Victoria takes no additional action to reduce its carbon footprint. Even when the established Official Community Plan climate commitments and approved City infrastructure programs (e.g. City's bike plan) are added to the BAU scenario, Victoria will not meet its targets.

Hitting our Targets: Projected GHG reductions anticipated from the strategies described in the CLP sectors, which collectively meet the City's 2050 emissions and renewable energy goals.



ADDITIONAL GHG SOURCES

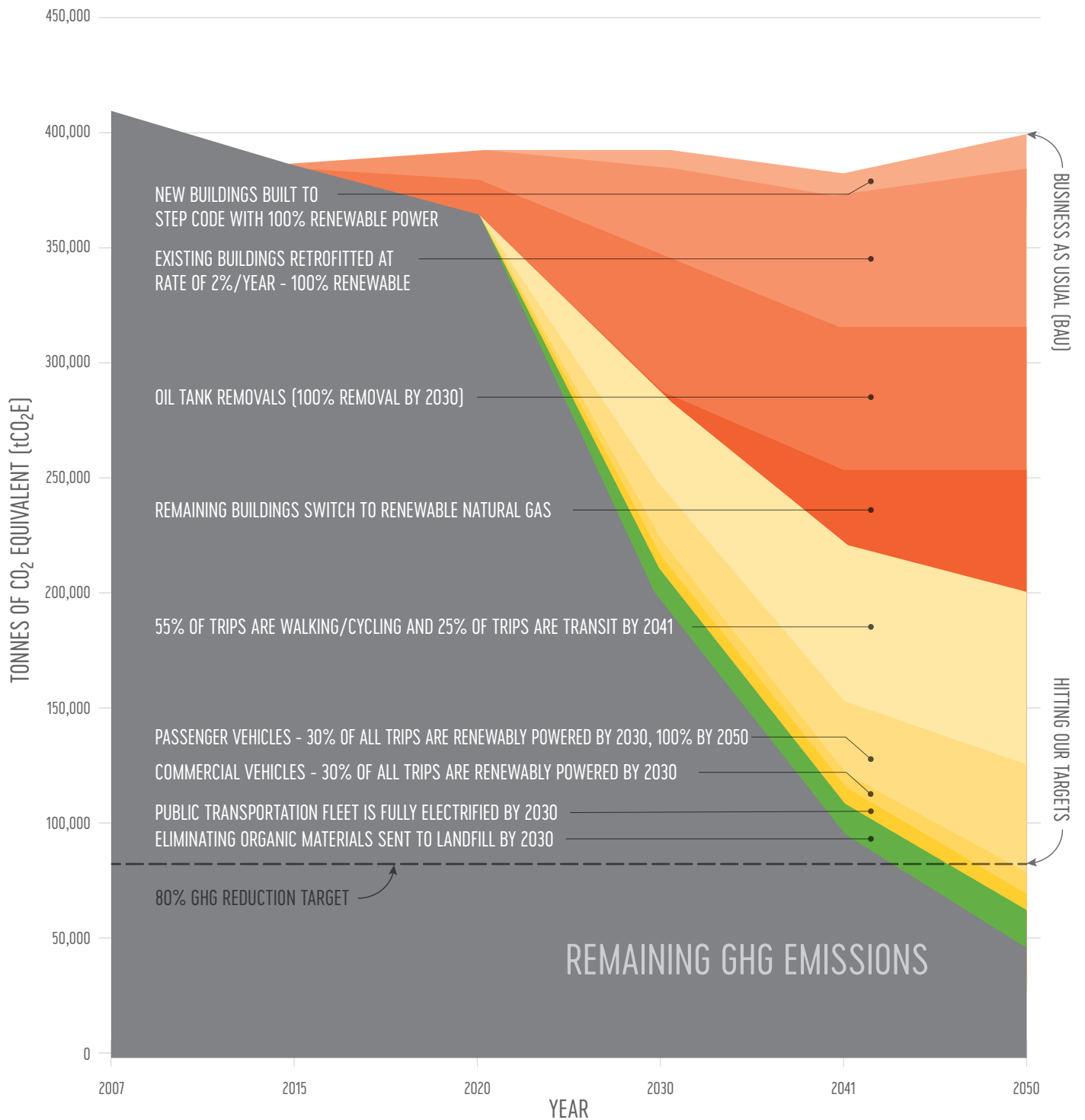
Additional sources of GHG emissions include marine transportation (ferries, recreational and commercial vessels), air transportation, agriculture, forestry, and other land use, and industrial product use. These sources serve regional demands and are outside of the City's jurisdiction.

The City is committed to partnering with local marine and air transportation stakeholders to accurately measure and report on these local emissions and develop mitigation strategies.

This diagram shows how each strategy creates a reduction in GHGs and how, collectively, they will get us to an 80 percent reduction in GHGs.



PATHWAYS TO 2050 GHG REDUCTION TARGETS



GETTING TO LOW CARBON PROSPERITY

The City's vision for 2050 is of a vibrant, healthy, and prosperous community, fueled by renewable low carbon energy systems, and designed and integrated in ways that promote a high quality of life for all Victorians. The City's mission is to lead Victoria's transition to a renewable energy future, and to inform, equip, enable and inspire the community to rapidly reduce their own GHG emissions and prepare for climate change.

Leading Through Collaboration

Bold action now can overcome barriers and unlock opportunities to achieve 80 percent GHG reductions, and 100 percent renewable energy. The City can support GHG reductions through control of municipal infrastructure (e.g. roads, utilities, sidewalks, parking, facilities), and it can also influence community action through planning policies, guidelines and by-laws. Using these important municipal powers, the City can directly and indirectly influence GHG reductions.

Direct action will also tackle the City's corporate emissions. City-owned fleets, facilities and operations, account for only one percent of total emissions in Victoria. Reductions there can set an example for GHG performance and renewable energy adoption, but it is the broader community where the vast majority of emissions reduction and

energy change must be achieved. Decisions and choices made by residents, business and institutions will shape the energy and GHG intensity of their buildings, transportation and waste.

To provide leadership, the City's role must also extend to informing, educating and encouraging change among resident and business stakeholders. The City must partner to remove barriers to action, and to develop the most useful climate action programs if we are to collectively meet our targets.

Planning principles can help guide this collaboration and continuous improvement. They represent values that underpin all of the climate actions defined in this plan, seeking to ensure that they are integrated with, and enhance, other community priorities.

Finally, the City also has an important advocacy role to play. The City will regularly call on regional, provincial

and federal levels of government, as well as the private sector, to make climate action a priority.

CLIMATE LEADERSHIP PLANNING PRINCIPLES

- 1 Lead and inspire** – The City will be a regional and national leader on climate mitigation and adaptation. It will take urgent action to drive innovative GHG reductions, creatively and collaboratively with other leaders and key stakeholders.
- 2 Harmonize climate action to secure co-benefits** – GHG reduction actions should be integrated with all other priority areas for City planning, including health, safety, and environmental protection, affordability, and quality of life.
- 3 Universal accountability** – All Victorians (residents, businesses, employees, and visitors) have a role to play in improving GHG performance, and should be encouraged to take meaningful action.
- 4 Make energy visible** – Our community's energy use, GHG performance, and climate impacts must be clearly known to drive effective change.
- 5 Evidence-based decisions** – Energy and GHG decisions should be socially-minded, cost-effective and supported by science, including a full, life-cycle understanding of relevant issues and technologies.
- 6 Renewable energy for all** – Our entire community, regardless of circumstances, must have access to efficient, affordable and renewable energy options.
- 7 Dismantle barriers** – The City will remove barriers preventing rapid decarbonisation of our energy mix by supporting policies that support smart energy choices and GHG-reduction behaviours.
- 8 Climate resilience is developed early** – Victoria must act with a sense of urgency and take early and meaningful action to avoid the most disruptive economic, social, and environmental impacts imposed by climate change.
- 9 Think globally, change locally, partner regionally** – Partnering and advocating across jurisdictional boundaries is key to achieving consensus and maximizing global GHG reductions.
- 10 Track and Adjust** – The City will measure, track and report on its targets and actions annually, making adjustments where required.

THE CLIMATE LEADERSHIP PLAN

A series of goals, strategies, and actions have been developed for each of the five sectors to reduce energy consumption and GHG emissions, transition to renewable energy, and prepare Victoria for climate impacts.

The energy and GHG plans all begin by first maximizing energy efficiency, which has been called the “largest, least expensive, most benign, most quickly deployable, least visible, least understood, and most neglected way to provide energy services.”¹² Energy efficiency improvements should always be at the top of the actions list when addressing energy and GHGs and will constitute a main pillar across all the City’s climate actions.



The Actions: Viable, Renewable and Sustainable

The CLP’s actions fit into four general classes:



Reduce energy use, GHGs, and fossil fuels by eliminating waste and adopting aggressive efficiency improvements.



Replace fossil fuels with renewable fuels or low carbon fuel alternatives.



Redesign the system to ‘design out’ poor GHG performance in the built environment and city services.



Resilience through enhanced infrastructure, urban support systems, and ecosystems to enhance their ability to thrive amidst the shifts and extremes from a changing climate.

¹² Lovins, et al. (2005). Energy End-use Efficiency. http://www.10xe.org/www.10xe.org/Knowledge-Center/Library/E05-16_EnergyEndUseEfficiency

Understanding Sector Goals, Targets and Actions

The CLP is divided into five chapters covering five sectors: buildings, mobility, waste management, municipal operations and adaptation. In each chapter, high-level goals describe broad climate action objectives for the sector, which are then supported by more detailed targets and a list of actions. Colour-coding identifies which actions are underway, those the City intends to initiate by 2020, and still others to follow in the future.

Only some actions include well-defined strategies. For the rest, the City must first gain a fuller understanding of the related barriers and opportunities to determine how best to proceed. In all cases, performance metrics will be established to track progress.



EACH SECTOR INCLUDES:



FIVE KEY SECTORS

22

CITY OF VICTORIA
CLIMATE LEADERSHIP PLAN



LOW CARBON
HIGH-PERFORMANCE
BUILDINGS

24

34

LOW CARBON
MOBILITY



48

MUNICIPAL OPERATIONS



LOW CARBON WASTE MANAGEMENT

42

ADAPTING EARLY

54



LOW CARBON HIGH-PERFORMANCE BUILDINGS



The Vision *By 2050, Victoria will be home to efficient, renewably powered, high-performance buildings. Building design, operations and management will have evolved to deliver more sophisticated, comfortable, healthier, low carbon buildings, with far lower energy needs. Local industries will be recognized leaders in sustainable, high-performance building design and construction.*

The Goals



1

All buildings are highly energy efficient.

The path toward a renewable future begins with efficiency. As the National Building Strategy puts it, the bar needs to be set much higher so that building energy requirements become so slight that most can be met with renewable energy generated on-site.

2

All buildings are powered by renewable energy.

Widespread adoption of renewable fuels and on-site renewable power generation in residential and commercial buildings will be required. Renewable energy supply can come from utility hydro electricity, from on-site sources such as geothermal heating and rooftop solar panels, and, in some cases, renewable natural gas.

The Challenge

The energy Victorians use to heat, power, and cool our buildings, as well as run our appliances makes up half of the city's total GHG emissions. Nearly two-thirds, or fully 64 percent of the building-related emissions come from large multi-family, commercial, institutional, and industrial buildings, versus 36 percent from single-family homes (Figure 4).

Space heating accounts for half of both residential and commercial building energy consumption, and residences use another quarter of their energy heating water. Many buildings burn oil and natural gas to provide this heat, thus generating the majority of building-related GHGs (Figure 5).

Victoria's building stock is aging, with 70 percent of the existing units built prior to 1980. For many of these buildings, aging conditions make for poor

energy performance. Leaks allow heat to escape through windows, doors and external wall fixtures. Heat passes through poorly insulated attics and walls, and older heating and cooling systems operate at low efficiencies. Many still use oil furnaces that produce large amounts of GHGs. Multiple barriers are currently preventing building owners and residents from adopting energy and GHG improvements. These barriers include lack of energy-use data, planning obstacles, and competing costs and priorities. Due to these and other barriers, older and even relatively new buildings continue to exhibit poor energy and GHG performance.

If new and existing buildings continue to be inefficient and run on fossil fuels, then the City cannot meet its 2050 GHG reduction targets.

GHG CONTRIBUTION BY BUILDING TYPE AND HEATING SOURCE

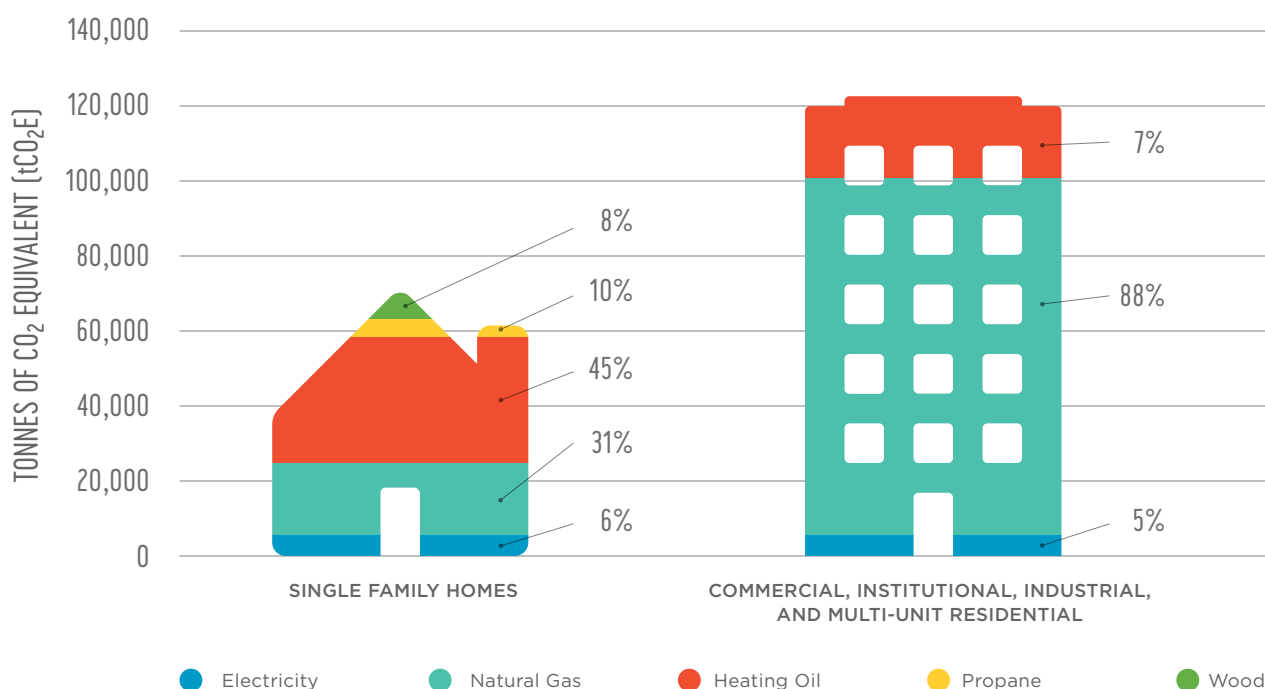


Figure 4: City of Victoria GPC compliant inventory, 2017

BC RESIDENTIAL BUILDING ENERGY CONSUMPTION BY END USE

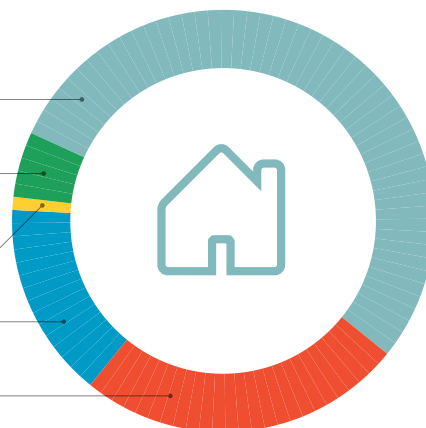
52% SPACE HEATING

5% LIGHTING

1% SPACE COOLING

17% APPLIANCES

25% WATER HEATING



BC COMMERCIAL BUILDING ENERGY CONSUMPTION BY END USE

16% AUXILIARY EQUIPMENT

8% WATER HEATING

8% AUXILIARY MOTORS

5% SPACE COOLING

14% LIGHTING

49% SPACE HEATING

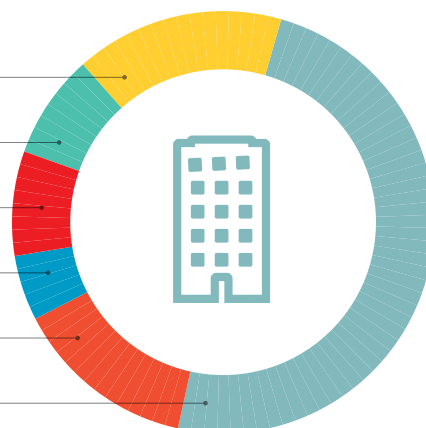


Figure 5: 2014 NRCAN National Energy Use Database. Residential and Commercial Building Sectors, British Columbia.

The Plan

Strategies and actions to reduce GHGs target efficiency upgrades to reduce emissions. These upgrades can reduce operating costs and increase occupant comfort while delivering GHG reductions.

Options to slash heating related emissions include the first three climate action R's — **Reduce, Replace and Redesign**. A building's GHG emissions can be tackled by **reducing** energy use and eliminating energy waste. For example, improving energy efficiency of buildings through improved operations, design, envelope performance and equipment efficiencies – all reduce energy demand, while adding more insulation and preventing air leaks reduces heat losses.

Replacing starts with phasing out relatively costly, high-carbon oil furnaces and introducing renewable fuels and energy technologies, such as hydro powered electric heating, solar panels, or renewable natural gas. Replacing existing heating systems with ductless mini-split heat pump systems also removes the need for duct maintenance, and allows for easy-to-install heating and cooling in your home.

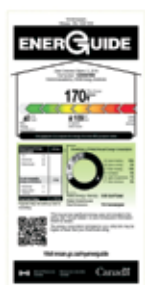
Redesign is about reimagining building designs, construction and operation, including the deployment of smart controls that monitor and manage building energy consumption. These actions — in fact all of the above — will benefit from stronger building codes.

Existing Buildings

Victoria's Climate Leadership Plan meshes with a fast-growing need to upgrade our aging building stock. Approximately 10 percent of the city's housing needs major repair,¹³ and Landlord BC estimates that more than 20,000 rental units in the region will require significant upgrades over the next decade. About one percent of buildings are retrofitted each year, but the work often ignores energy efficiency. Ramping up retrofits represents a 'once in a generation' opportunity to cost-effectively implement energy efficiency improvements while other major work is underway, such as seismic and aesthetic upgrades. In order to meet the City's 2050 target of an 80 percent reduction in GHGs,

the annual retrofit rate needs to at least double, and energy and GHG improvements must become a central part of every building renewal.

Meeting this goal will require advocacy and partnering by the City. National building codes and standards could require consistent and effective energy retrofits, and the Federal government recently indicated their intention to introduce a model building code for retrofits by 2022. The City will work with government partners and local stakeholders to develop strategies and actions to make low carbon building retrofits affordable and timely.



PUT A LABEL ON IT

What gets measured and communicated gets managed. We require consumer information on most items we buy in the supermarket and on major appliances, but not for the most valuable item that one can own: our home. The City will advocate for energy benchmarking and home energy labelling to help buyers and renters see the big picture — including what you can expect to pay in energy bills, and the GHG footprint of your home.

Retrofit Returns

Analysis of home energy retrofit data for Victoria indicates a widespread opportunity for cost-effective retrofits such as adding insulation and sealing air leaks that have a quick return on investment.¹⁴ With the addition of deeper retrofits, significant GHG reductions are possible. For example, replacing oil and gas furnaces with air source heat pumps could save up to 50,000 tonnes of CO₂ per year (more than 13 percent of what we need to cut to reach our 2050 targets). A typical heat pump upgrade can also save homeowners 40 to 75 percent off their annual heating bills (if currently using 100 percent heating oil).¹⁵



Photo credits: Home Performance Stakeholder Council.

¹³ Statistics Canada. (2015). NHS profile, Victoria, CMA, British Columbia, 2011.

¹⁴ Evins, R., Bowley, W., Westermann, P., & Akhavan, M. (2018). Residential Retrofit Analysis for the City of Victoria. UVic Energy Systems and Sustainable Cities Group.

¹⁵ Oil to Heat Pump Incentive Program. (2018). Why Upgrade? <http://oiltoheatpump.ca/why-upgrade/>

New Buildings

New buildings must become highly-efficient and shift to renewable energy in order to meet our GHG targets. For new buildings, the focus is on better building energy and GHG performance standards. Since each new building added to our city will last more than 50 years, on average, raising the bar now is critical to meeting our 2050 targets.

New building codes and standards, such as the BC Energy Step Code, can deliver GHG reductions through better building envelope design and construction, improved efficiencies for mechanical systems like heating/cooling

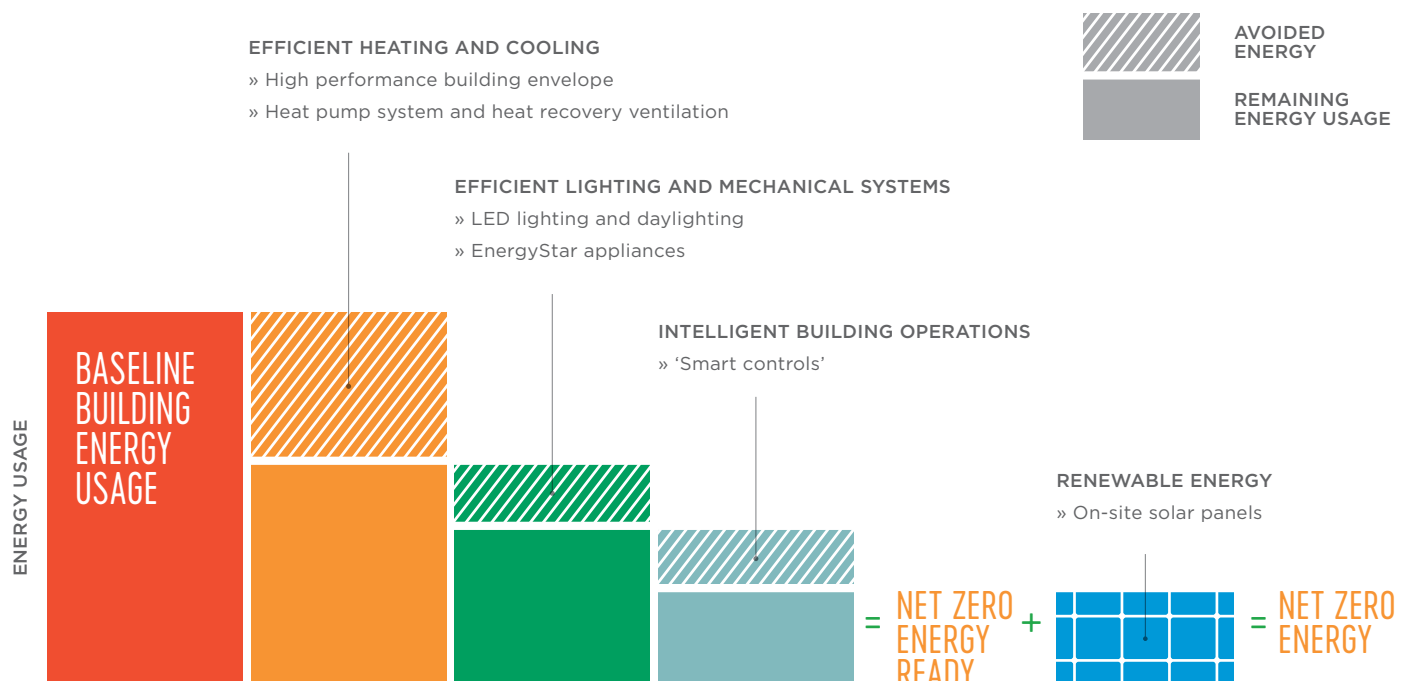
as well as appliances and lighting, and via intelligent building operations. The City will advocate for stronger federal and provincial standards, and will adopt progressively more stringent energy efficiency requirements for new builds, as per the BC Energy Step Code. By 2032, new buildings will be “net-zero energy ready.” That means they will be highly-efficient buildings that can easily accommodate future renewable energy add-ons, such as rooftop solar panels, that will enable them to produce at least as much energy as they consume.

Getting Ready For Net-Zero Energy

The graphic below depicts the value of designing energy efficiency into buildings from the outset. An efficient design can reduce total energy needs by more than

50 percent. Energy-wise operations coupled with on-site solar generation can nearly eliminate the remaining energy needs from external utilities or fuels.

EFFICIENCY FIRST BUT NEVER ALONE - THE STEPS TO NET ZERO ENERGY READY BUILDINGS



Targets



GOAL 1:

All buildings are highly efficient.

TARGETS:

By 2030, all new buildings are 'net-zero energy ready.'

By 2050, all existing buildings meet new high efficiency standards.

GOAL 2:

All buildings are powered by renewable energy.

TARGETS:

By 2030, heating oil is phased out.

By 2050, all buildings exclusively use renewable energy.

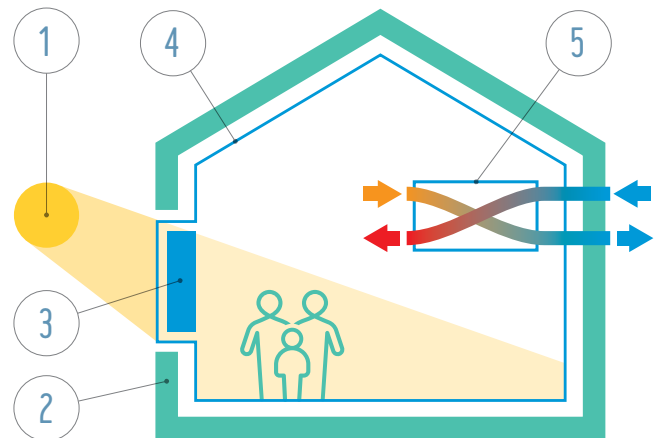


Did you know that owning an oil tank is risky? Remove the oil tank, remove the risk!

Both above ground and underground oil tanks are vulnerable to leaking. This leaked oil can migrate into the soil and stormwater system that leads to our local creeks and marine shorelines. When leaks happen, the owner of the property that is found to be the source of the oil leak is responsible to pay for the cost of the environmental clean-up, both on and off the source property. Home insurance does not cover these costs.

Community in Action

Carolyn has always sought ways to lower her family's environmental impact, and she and her family jumped at the opportunity to purchase a unit at the North Park Passive House. They are happy they did. As Carolyn puts it: "Living in a Passive House building has provided so many benefits for our family. Our home is ultra-quiet thanks to the triple-paned windows, the air never feels stuffy or drafty, and our heating bills are incredibly low. As a homeowner, living here also provides peace of mind with no furnace or air conditioner to worry about or maintain. Our strata fees are also low thanks to the solar panels that generate income for the strata. I feel that this is the future of building in Canada and that everyone should be able to enjoy the benefits of a Passive House home."



1. OPTIMIZE SOLAR ORIENTATION
2. HIGH INSULATION
3. HIGH PERFORMANCE WINDOWS AND DOORS
4. AIR TIGHT BUILDING
5. BALANCED VENTILATION WITH HEAT RECOVERY

What is a Passive House?

A Passive House is a building built to a proprietary standard that emphasizes a high-performance building envelope. Passive House buildings use up to 90 percent less heating and cooling energy than a conventional building through the application of design principles like: optimized solar orientation; high insulation; high performance windows and doors; air tightness; balanced ventilation with heat recovery; and more. The incremental cost of Passive House performance depends on several factors including the severity of the climate, the type of building and local availability of building components. The incremental building cost is typically around 5-8 percent for a builder with training and experience in Passive House construction.

Actions



SECTOR-WIDE ACTIONS

- Adopt the BC Energy Step Code, creating a roadmap towards net-zero energy ready buildings by 2030.
- Renew the City's Sustainability Checklist to include Step Code requirements for new buildings, as well as other sustainable building design elements that align with City goals.
- Support the development of a 'Building Centre of Excellence' to showcase leading-edge design and construction practices and to foster a high-performance culture within Victoria's building industry.
- Develop a strategy for reporting and tracking embodied energy and emissions — those associated with materials extraction, production and delivery — in new construction projects.

ACTIONS FOR EXISTING BUILDINGS

The City will develop and implement a Retrofit Strategy to realize significant energy efficiency and GHG reductions in the city's existing buildings. This strategy will include the following priority actions:

Single Family Homes:

- Design and deliver an innovative program for bundled and easy-to-achieve home energy retrofits.

- Collaborate with heritage organizations to identify and promote energy retrofit opportunities for homeowners.
- Advocate for the development of a compulsory Canada/BC-wide home energy labelling program and, in the interim, implement a voluntary energy disclosure program.
- Advocate for utilities and other levels of government to develop consistent energy-efficiency incentives and funding mechanisms. Explore opportunities for innovative financing mechanisms.

Multi-unit residential and commercial buildings:

Design and deliver customized deep energy retrofit programs, phased-in by building type:

- rental apartment buildings,
- commercial buildings, and
- strata residential buildings (e.g. condominiums).
- Support the development of a Victoria 2030 District or a comparable voluntary energy benchmarking program for commercial buildings.
- Advocate for a compulsory provincial energy benchmarking program for large and complex buildings.

LEGEND: ● Action Underway ● Initiate Action by 2020 ● Future Action

ACTIONS TO SUPPORT RENEWABLE FUELS AND ELECTRICITY

- Implement a transition plan to phase out heating oil systems in residential, commercial, and institutional properties by 2030.
- Remove regulatory barriers to promote the installation of renewable energy systems, supported by planning guidance and education tools.
- Assess opportunities to accelerate renewable natural gas uptake in residential, commercial, and institutional buildings.
- Assess and report on opportunities for implementing district energy systems in the city.

Community in Action

Leaders in the Victoria community are already transforming homes into highly efficient buildings that run on renewable energy. Jack and Lori, residents of Vic West, retrofitted their late 19th century character house into a net-zero energy home powered completely by rooftop solar panels.

Jack and Lori's initial steps were efficiency upgrades such as increased insulation, draft sealing and new windows. They also upgraded their space and water heating equipment. At first they replaced the home's oil furnace with electric baseboard and floor heating, which reduced fossil fuel emissions and removed the risk of a costly oil spill (among other benefits). But those 'resistance' heaters used more electricity than was necessary, so they replaced them with an air-source heat pump that significantly cut the home's electric heating load.

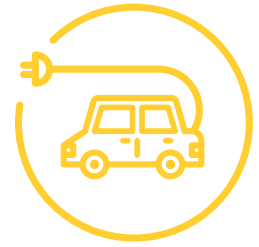
The retrofits provide clear benefits for Jack and Lori. Not only is the house more comfortable, but its annual energy bill has dropped to practically zero. Plus, they have inspired their friends and neighbours to complete

major home retrofit projects by consulting with energy advisors, replacing oil furnaces with heat pumps, and completing other efficiency upgrades. Their work is an example of grassroots action, and they like to lend a hand when other homeowners take on similar solar projects. Their only stipulation: they must agree to do the same for others.





LOW CARBON MOBILITY



The Vision *By 2050, people, goods and services moving around Victoria will generate little or no GHG emissions. A seamless and integrated mobility system prioritizes low carbon transportation including walking, biking, public transit and shared electric mobility options. Residents live in well-designed neighbourhoods with attractive amenities. The few remaining machines using internal combustion engines run on renewable fuels.*

The Goals



1

All Victorians have access to low carbon, high-performance and affordable multi-modal transportation.

Investments in public transit and active transportation infrastructure will enhance community-wide access to services, employment, recreation and education.

2

Vehicles in Victoria are powered by renewable energy.

Victoria's multi-modal transportation system will prioritize less energy intensive options. Where vehicles are required, they will be powered by renewable energy.

3

Smart land use minimizes transportation emissions.

Victoria's neighbourhoods will be mixed use with nearby amenities that promote and encourage sustainable mobility choices. Job and population growth occurs in areas served well by transit and with infrastructure for renewably powered vehicles.

The Challenge

Transportation activities make up the second largest source of GHG emissions (40 percent).¹⁶ Most of those emissions are CO₂ from burning gasoline in passenger vehicles. Commercial vehicles represent the second largest source of transportation-related GHGs, largely from diesel fuel combustion. And it is not just city residents burning fuel - Victoria is the economic hub for a region that is home to nearly 400,000 people. Each day, tourists and residents from other municipalities travel in and around Victoria.

Although three-quarters of Victorians live within five kilometres of their employment,¹⁷ most residents and commuters choose to travel in and around Victoria in single-occupant vehicles.¹⁸

To make it worse, many vehicles on our roads are gas-guzzlers. Large, old and inefficient vehicles generate avoidable GHG emissions each kilometre they are driven. The figure on the next page depicts the relative carbon intensity of travel modes, including larger vehicles.

Encouraging more people to choose lower carbon transportation will require more attractive alternatives to personal cars. Buses do not yet beat the convenience of the personal motor vehicle. Dedicated bus lanes and transit signal priority measures are important steps in freeing buses from congestion on the road. Modern, clean and convenient transit, along with first-mile and last-mile solutions are needed.

The same goes for biking and walking. More people will choose to walk and cycle when those options are safe, convenient, fast and attractive. New and emerging mobility options (ride share, ride hailing, car share, electric bikes) are critical to reducing fuel use and transportation related emissions. Together, these options are beginning to provide viable low carbon mobility alternatives, and are making people think twice about owning fuel-burning vehicles.

GHG CONTRIBUTION BY VEHICLE TYPE

48% LIGHT TRUCKS, SUVS

3% OTHER VEHICLES

12% COMMERCIAL VEHICLES

37% PASSENGER VEHICLES

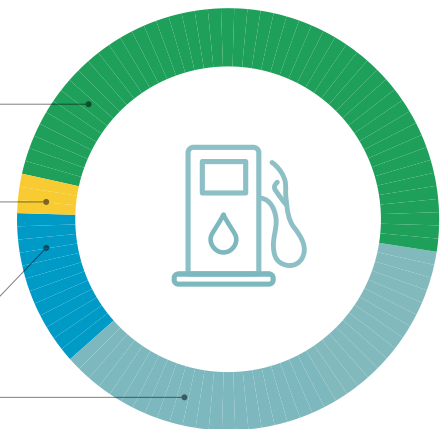


Figure 6: Transportation equaled 148,000 tonnes of CO₂e (City of Victoria, GPC compliant inventory, 2017).

¹⁶ The scope of transportation greenhouse gas emissions data referenced (40 percent) is for the Municipality of Victoria only. For the emissions profile of the region, visit <https://www.crd.bc.ca>

¹⁷ CRD. (2017). 2017 Capital Region District Origin Destination Household Travel Survey.

¹⁸ Statistics Canada. (2018). Census Profile, 2016 Census.

CARBON INTENSITY OF TRAVEL MODES

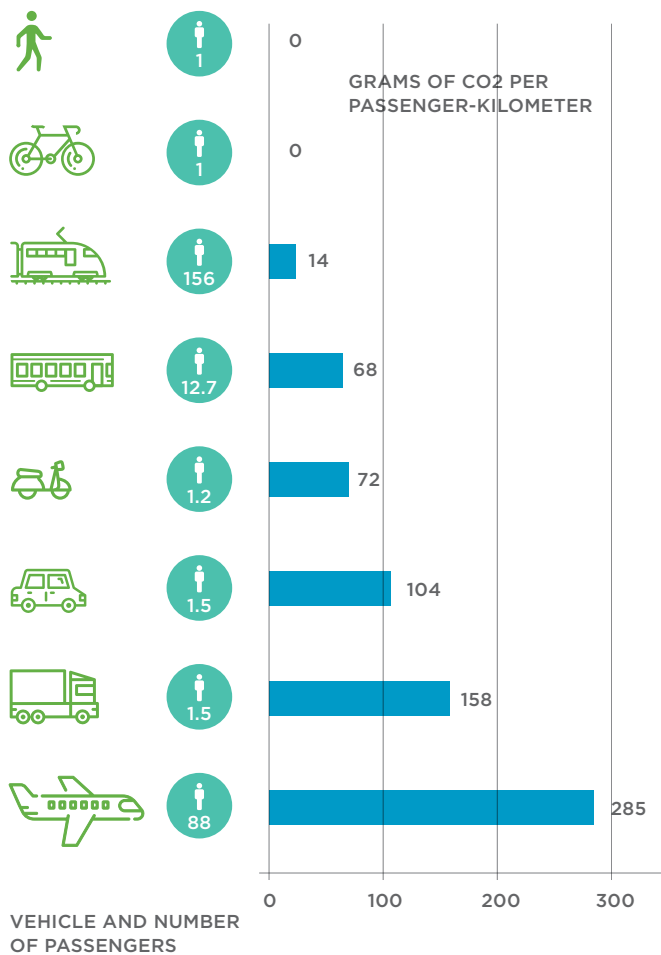


Figure 7: Indicative grams of CO₂ per passenger-kilometre. Sourced from: European Environment Agency, European Union. (2016). Carbon Dioxide Emissions From Passenger Transport. <https://www.eea.europa.eu>

The Plan

Achieving the 2050 targets will require a massive shift to low carbon modes of transportation. This CLP sector seeks to make alternatives to gasoline and diesel-fuelled vehicles more compelling through a variety of strategies, including:

- » Encouraging the use of renewably powered and energy efficiency vehicles;
- » Introducing game-changing improvements in the convenience and reliability of transit;
- » Expanding infrastructure that makes walking and cycling safer and more convenient;
- » Accelerating shared-mobility choices like car-sharing, and bike-sharing.

The plan will **reduce** the number of vehicles in Victoria, the number of kilometres they are driven, and the frequency of driving alone. It also aims to promote vehicle fuel efficiencies and expand the use of electric vehicles (EVs) and clean fuels such as hydrogen and advanced biofuels. Some biofuel technologies, such as cellulosic ethanol technology, can avoid food / fuel conflicts or risks to biodiversity.

EVs are quickly gaining traction in the region, particularly with rising fuel prices, and the CLP will encourage expanding charging infrastructure and incentives to spur them on. Shared mobility, including vehicles and bikes, will offer more options for Victorians to reduce vehicle ownership as fleets expand into every neighbourhood.

Redesigning the way we move around the city and shape land-use development will also be important strategies. Mixed-use neighbourhoods will allow people to access the amenities and services they need with reduced reliance on vehicle travel.



BC Transit electric bus in downtown Victoria.

Targets



GOAL 1:

All Victorians have access to low carbon, high-performance and affordable multi-modal transportation.

TARGETS:

By 2030, 25 percent of all trips by Victoria residents are taken by public transportation.

By 2030, 100 percent of BC Transit buses in Victoria are renewably powered.

By 2030, Victoria residents choose walking and cycling for 55 percent of all trips.

GOAL 2:

Vehicles in Victoria are powered by renewable energy.

TARGETS:

By 2030, renewable energy powers 30 percent of passenger vehicles registered in Victoria, and 100 percent of passenger vehicles are renewably powered by 2050.

By 2030, 30 percent of commercial vehicles operating in Victoria are renewably powered.

GOAL 3:

Smart land use minimizes transportation emissions.

TARGETS:

By 2030, 100 percent of Victoria's neighbourhoods are "complete" by design with substantial transportation system diversity.

2017 TRANSPORTATION MODE SPLIT

All trips within Victoria

- 34% SINGLE OCCUPANT
- 8% PASSENGERS IN VEHICLES
- 7% TRANSIT RIDERS
- 9% CYCLISTS
- 41% PEDESTRIANS
- 1% OTHER USERS



All trips, to, from and within Victoria

- 50% SINGLE OCCUPANT
- 11% PASSENGERS IN VEHICLES
- 12% TRANSIT RIDERS
- 7% CYCLISTS
- 19% PEDESTRIANS
- 1% OTHER USERS



Figure 8: 2017 Capital Region District Origin Destination Household Travel Survey. All numbers are based on 24-hour travel for people 11 years old and up. 397

Community in Action

Brian and Rosie have always been on-the-go. Whether it is getting around town to run errands, completing work trips, or going on weekend adventures around the island, the pair each need a vehicle on a daily basis. Being environmentally-conscious, they both realized that action needed to be taken to reduce the amount of carbon emissions their busy lifestyles produced. Shortly after they purchased their first battery-powered electric vehicle, they realized some unexpected benefits. For one thing it turned out to be a smart economic move for the family, thanks to savings on fuel, repairs and maintenance. The vehicle could also comfortably make trips out to Duncan and Shawnigan Lake. And thanks to accessible charging stations around Victoria, easily located via smart phone apps, finding a place to plug in has been no problem. When time came to upgrade their second vehicle, they needed something that could perform on long-distance trips to the mainland and interior - an efficient plug-in hybrid that has both batteries and a gasoline engine.

Moving in a New Direction. A family of four can have big travel needs, but for Claire, Tom and their two children, Mateo and Elara, they have a small transportation footprint. The family made a commitment more than a decade ago to shed the hassles of owning a vehicle and now rely on walking, cycling, public transit and car sharing. “Sometimes there can be a bit more planning involved, but over time, being a car-free family requires less work and costs less. You quickly realize the benefits like not having to worry about insurance renewal or unexpected vehicle repairs,” says Tom. By joining a local car share organization, their family has access to dozens of vehicles including mini-vans, pick-up trucks, hybrid sedans and even an electric SUV. “We still drive a vehicle – just a lot less than we would if we owned one. And because we are cycling and walking more often, we get to be out in our community, get regular exercise and our children know the rules of the road.”



3.6% 

of Victoria's current passenger vehicle inventory are electric, hybrid and bio-powered (3X 2011 ownership rates of 1.1 percent).¹⁹



¹⁹ CRD. (2017). 2017 Capital Region District Origin Destination Household Travel Survey.

Actions



- Complete the City's Sustainable Mobility Strategy (SMS), which will allow the city to develop the management systems, programs and other tools to optimize and transform the movement of people, goods and services. As part of the SMS, the City will set specific targets for reducing single-occupancy vehicle use, vehicle kilometres traveled, and vehicle ownership. It will also adopt multi-modal service indicators and identify performance criteria for "complete" neighbourhoods and transportation service diversity.
- Work with municipal partners to implement "smart city" technologies that improve safety, affordability and convenience for public transit, walking, cycling, car-sharing and ride-sharing.
- Invest annually in design and construction of new walking and cycling infrastructure, including secure bike parking in the downtown core and in village centres.
- Expand EV charging stations in City parkades, recreation centres, community centres and public spaces.
- Invest in 'transit-signal priority' measures to reduce transit wait times in the downtown core.
- Design and implement an EV ecosystem strategy, including design guidelines for new development projects, to promote and support the adoption of electrified personal, public, and commercial vehicles.
- Expand the Active & Safe Routes to School program to all Victoria elementary schools.
- Introduce an electric bicycle incentive program in partnership with CRD and the Province.
- Promote and incentivize comprehensive transportation demand-management strategies for new development projects.
- Assist commercial operators in their transition to renewably-powered fleet.
- Pilot a sustainable urban freight improvement program for downtown using compact electric logistics vehicles and cargo-bicycles.
- Sponsor community-led events, educational programs, and celebrations that encourage use of low carbon transportation.
- Invest in education and promotional programs for Victoria households, informed by behavioral insights, to increase use of public transit and active transportation.
- Develop a transportation GHG information strategy in partnership with CRD and ICBC, supported by technology to facilitate transportation GHG planning and action.
- Advocate for energy performance requirements in provincial ride-sharing regulations.
- Expand car share services in the downtown core and village centres.

LEGEND: ● Action Underway ● Initiate Action by 2020 ● Future Action

- Advocate for significantly improved commercial vehicle performance, higher fuel efficiency, and tighter air quality standards and monitoring and reporting.
- Work with port authorities to supply on-site renewable energy for marine vessels.
- Advocate to the Provincial government to require ICBC to offer distance-based or pay-as-you-drive automobile insurance.
- Partner with the CRD to undertake a regional pricing analysis on effective, fair and long-term mobility options such as decongestion charges.
- Invest in programs that support transportation demand management for businesses and public institutions operating in Victoria.
- Implement rapid transit on major corridors and micro transit services within neighbourhoods.
- Support the expansion of electric buses, including BC Transit and other commercial fleets, through infrastructure and permit programs.



Photo credit: Darren Stone, Times-Colonist

The majority of vehicles on the road today burn gasoline and diesel, accounting for 40 percent of our community GHGs.



Cyclists and pedestrians along the Selkirk Trestle, Galloping Goose Trail.

2018 Sustainable Mobility Strategy

The majority of actions in transportation will come through the development of the City's Sustainable Mobility Strategy. The Sustainable Mobility Strategy will support delivery of an integrated and highly-efficient transportation network to provide affordable and low carbon mobility options for Victorians, and facilitate the effective delivery of goods and services across the municipality.



LOW CARBON WASTE MANAGEMENT



The Vision *By 2050 waste-related emissions have been eliminated.*

Greenhouse gases produced by organic materials collected and treated in the region supply renewable energy to the community. Continuous improvement of the City's waste management systems has dramatically reduced landfilling of waste to near zero. In fact, 'waste' is rarely heard in our vocabulary by mid-century. Instead, we focus on managing 'materials' and 'resources.'

The Goal



1

**Organic materials
are managed to avoid
GHG emissions.**

Reduce GHG emissions associated with organic waste decomposition by reducing food and yard waste at the source and minimizing the amount sent to landfill. Address management of other materials that produce methane when landfilled (e.g. wood, paper, textiles) as part of the City's sustainable waste management strategy.²⁰

The City will support innovation to improve the capture and use of methane from collected organic waste.

²⁰ The City's sustainable waste management strategy will also address other elements of waste management that generate GHG emissions, including transportation and processing. The CLP covers these elements in its building and mobility sector plans.

The Challenge

Greenhouse gas emissions from waste come largely from the breakdown of organic materials in our landfill. That process releases methane, a greenhouse gas far more potent than CO₂. Organic wastes from Victoria, decomposing at Hartland Landfill, produce the equivalent of 27,000 tonnes of CO₂, which is approximately 7 percent of our community's GHG emissions (an additional 2 percent of waste emissions are associated with the city's liquid waste). Until recently, organic materials such as kitchen waste were treated as garbage and buried in our landfill; in 2015, kitchen scraps were banned. This move reduced the volume of organic material arriving at the Hartland Landfill, but it has not eliminated it. Kitchen scraps and other easy-to-compost materials still make up the largest share of the regional waste arriving at Hartland — 21 percent or roughly 75 kilograms per person every year.²¹ Other organic wastes that generate methane at a slower rate, including wood, paper and textiles, make up another 38 percent of Hartland's intake.



Photo credit: Capital Regional District



A truck dumping different types of solid waste at the Hartland Landfill.

LANDFILL WASTE GENERATING GHGS AT HARTLAND LANDFILL

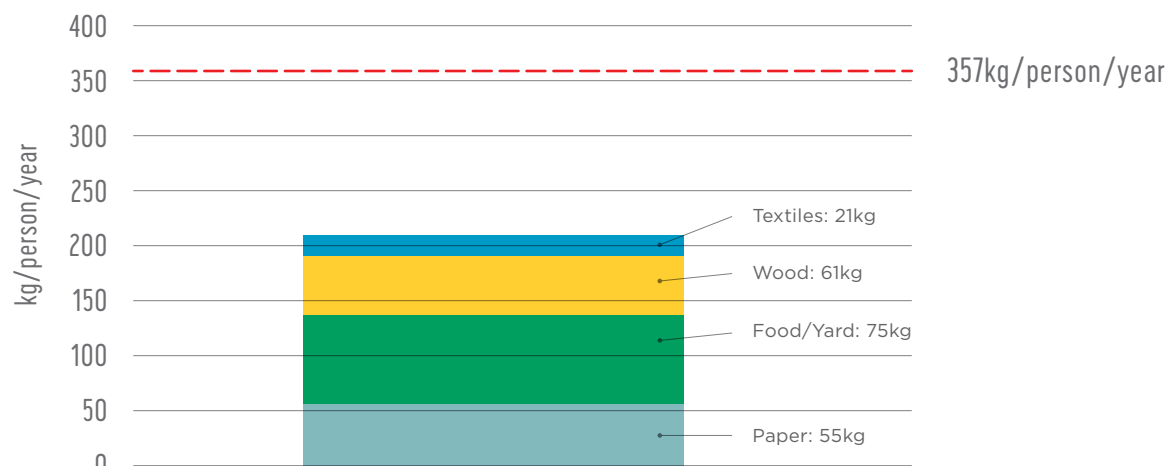


Figure 9: Landfill Waste Generating GHGs at Hartland Landfill. Numbers from the 2016 CRD Waste Stream Composition Study.

21 CRD. (2017). Solid Waste Stream Composition Study. <https://www.crd.bc.ca/docs/default-source/recycling-waste-pdf/WasteCompositionStudy2016.pdf?sfvrsn=4>

The Plan

Reducing GHGs from waste will require major reductions in waste disposal. In addition, landfill gas capture must continue to be maximized. Above all, reducing the amount of waste we generate in the first place is the smartest way to decrease waste related GHG emissions.

There are significant costs involved in landfilling waste and in composting it, so reducing waste generation can save money. Opportunities to reduce organic waste and GHGs include changing consumer and business behaviours and better design and planning.

Organic wastes that continue to be collected will be diverted to sustainable treatment processes that capture any methane emissions and nutrients.



A staff member at a downtown Victoria restaurant emptying kitchen scraps into a compost bin.



Targets

GOAL 1:

Organic materials are managed to avoid GHG emissions.

TARGETS:

- Eliminate 100 percent of food and yard waste sent to the landfill by 2030.*
- Eliminate 100 percent of other organic materials sent to the landfill by 2030.*
- Capture methane from collected organic waste to provide renewable energy by 2025.*

Actions



- Continually improve the residential kitchen and yard waste collection and diversion programs, including for multi-family residences.
- Foster behaviour change to reduce food waste through the “Love Food Hate Waste” educational campaign.
- Partner with CRD to deliver a regional, industrial treatment facility for organic waste by 2025.
- Work with local stakeholders to reduce food waste from restaurants and to divert it from the landfill.
- Reduce additional sources of food waste in the city, such as from the commercial sector and tourism industry.
- Partner with CRD and neighbouring municipalities to get more value from organic waste through pilot programs that stimulate new demand and keep nutrients in the region.
- Work with stakeholders to reduce and divert other materials that produce methane when landfilled (e.g. wood, paper, textiles).

These efforts will be part of a larger sustainable waste management strategy. The strategy’s purpose is to reduce overall waste generation and disposal and to realize economic and community benefits in the process.

LEGEND:

- Action Underway
- Initiate Action by 2020
- Future Action

Hartland Landfill has a target to capture 75 percent of the methane produced from its decomposing waste. Collected methane is combusted and turned into electricity – enough to power 1,100 homes. Because not all of the methane can be collected, it is important to keep compostable material out of the landfill.

DID YOU KNOW? METHANE IS A GHG 25 TIMES MORE POTENT THAN CO₂.



Children make the connection about recycling nutrients back to the soil at the Victoria Compost Education Centre.



Creating compost from food and yard waste at a community workshop.

Photo credits: Victoria Compost Education Centre

Community In Action

Food Rescue Project Food waste from supermarkets has gathered an increasing amount of public attention, particularly after a law passed in France that forbids throwing away unsold food. French supermarkets must now donate the food to charities and food banks. In Victoria, the Food Rescue Project is a grassroots initiative that works along these lines. The Victoria Foundation, the Rotary Clubs of Greater Victoria, Thrifty Foods and the Mustard Seed Street Church collaborated under the Food Share Network to launch the Project in 2017.

Here's how it works: Eleven Thrifty Foods stores, as well as Whole Foods and Country Grocer stores identify bakery, dairy and produce items that are fresh and edible, but that cannot be sold. Mustard Seed collects this food and brings it to their Food Rescue Distribution Centre warehouse where volunteers wash the food and organize it into hampers. There is also a commercial kitchen to transform some rescued food into soups and other value-added products. From the warehouse, the food is distributed to food-insecure communities across Greater Victoria.

The Food Rescue Project directly benefits more than 35,000 people each month. During its first year of operation, the Food Rescue Project kept 114,000 kg of dairy products, and 457,000 kg of fruits and vegetables from entering the waste stream. The Food Rescue Project demonstrates how collective action can have positive social and economic impacts alongside greenhouse gas reductions.



Photo credits: Victoria Foundation



MUNICIPAL OPERATIONS



The Vision *By 2050, all of the City's operations, fleet and buildings will be renewably powered. The City has consistently demonstrated a track-record of successful GHG reduction programs and partnerships with community. The City has found innovative ways to minimize energy use and GHGs without diluting the quality of public services or the quality of community life.*

The Goals



1

The City is a recognized leader in climate mitigation and adaptation.

The City demonstrates leadership in climate action by cutting its corporate annual GHG emissions by over 3,000 tonnes, and by minimizing climate-related risks to City infrastructure through early planning and action.

2

The City takes integrated and informed climate action.

Climate action is integrated with all City programs and plans as they are renewed, and City action is informed by a full understanding of through-life social, environmental, and economic costs, risks and benefits. Understanding the full suite of sustainability risks and benefits for each asset and service area allows the City to make smart investments to reduce GHGs as much as possible for every dollar invested.

3

The City will provide timely and accurate data supporting strong climate mitigation and adaptation actions.

The City will develop an energy and GHG information management strategy that defines, tracks and analyzes energy use and GHG production across all sectors. The data will be publicly-accessible to improve both City and community decision making.

The Challenge

The City of Victoria's corporate operations released about one percent of total community GHGs (3,400 tonnes in 2017).

Most of the City's corporate GHG emissions come from the combustion of fossil fuels to provide heat and hot water to buildings, and to operate the City's fleet. The City manages over 100 buildings, occupying more than 500,000 square feet. Annually, they generate over 1,500 tonnes of GHG emissions. In addition to our emergency service vehicles (police and fire), the City has a fleet of over 200 vehicles supporting the departments of Parks, Recreation and Facilities and Engineering and Public Works. Collectively, the City fleet consumed over 850,000 litres of gasoline and diesel fuel in 2017, generating over 1,900 tonnes of GHGs.

GHG emissions from transportation remained stable over the past decade. Over the same period, building-related emissions declined almost 25 percent. Several factors have reduced

building-related GHGs since 2007 (GHGs from City operations have declined by 14 percent since 2007 (see figure 8) the City has fewer building assets, electrical supply now has lower GHG intensity than previous years, and the City has completed energy efficiency, heating and air conditioning upgrades in both the Victoria Conference Centre and at City Hall.



Parks staff training on chainsaw safety.

GHGs FROM CITY OPERATIONS

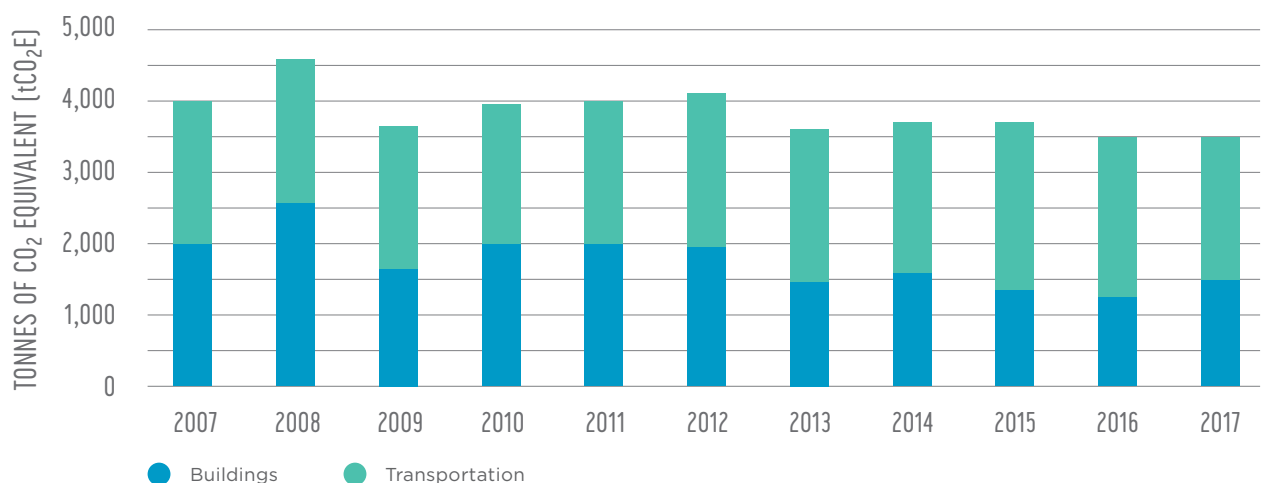


Figure 10: City of Victoria corporate GHG inventory, 2017.

The Plan

The CLP targets further improvements in the City's overall corporate energy efficiency, in its GHG performance and in its role as a leader, inspiring broader action by the community.

In many cases, the city will need a **redesign** in how it delivers services and manages infrastructure. This will be pursued through a comprehensive corporate energy management plan that weaves energy efficiency and GHG performance into City plans and policies. This includes everything from parks and underground utilities to the City's procurement processes.

The City will directly **reduce** GHGs through three main actions: upgraded efficiency in buildings, improved vehicle efficiency and reduced fuel demand, and a progressive shift from fossil-fuel burning equipment to those running on electricity, renewable natural gas, hydrogen or advanced biofuels.

Since 2016, the City has added three e-bikes, eight hybrid vehicles and nine electric vehicles to its fleet, and it is just getting started. The City looks to the marketplace for EV solutions every time it buys new vehicles and it is working to help vehicle providers understand exactly what kind of performance it needs, so they can build EVs that meet the mark.



Specialty vehicles like this Palo Alto garbage truck are now available in electric models. The City of Victoria is actively looking to replace its fleet with electric alternatives.



City in Action

Did you know that the Victoria Conference Centre now runs on 100 percent renewable energy? In 2017 it switched to Renewable Natural Gas (RNG). RNG is made out of organic materials that would otherwise decompose and release methane into our atmosphere – a highly potent GHG!



Targets



GOAL 1:

The City is a recognized leader in climate mitigation and adaptation action.

TARGETS:

By 2040, all City facilities are powered 100 percent by renewable energy.

All new City facilities are renewably powered.

By 2025, all City power tools and small engine-driven equipment are renewably powered.

By 2040, 80 percent of the City fleet is electrified or renewably powered.

GOAL 2:

The City takes integrated and informed climate action.

TARGETS:

By 2020, capital and operating plans are informed by climate data, carbon pricing, and the City's GHG reduction targets.

By 2022 the City has developed a 'triple bottom line' accounting system that guides City business planning by assessing and balancing environmental and social risks and financial costs and opportunities.

GOAL 3:

The City will provide timely and accurate data supporting strong climate mitigation and adaptation actions.

TARGETS:

By 2022, partner with other local governments and the region to develop a community-accessible Energy and GHG information management System (EGIMS) to define, communicate and track community energy and GHG reduction across all sectors.

6,700
LED STREETLIGHTS



Did you know that the City has completed its streetlight replacement program to swap-in energy- efficient LEDs? It has replaced 6,700 street lights reducing energy use by 50 percent, avoiding, an estimated \$200,000 in energy costs per year, which frees up financing to help support increased electrification across our community.

Actions



- Develop a corporate energy and emissions management plan — including a ‘triple bottom line’ accounting system — to assess and balance environmental, social and financial risks and opportunities. The plan will also support deep energy retrofits for existing facilities.
- Incorporate climate action performance measures into the City’s annual budgeting process.
- Develop a Climate Action Economic Assessment Tool for both GHG mitigation and adaptation actions to identify the high-priority community programs that will deliver the most affordable GHG reductions for buildings, transportation and waste management.
- Expand procurement policies to include sustainability performance criteria, including GHG production, and avoidance of all types of waste.
- Establish a two-year staff corporate energy and climate action position using matching funds from an external partner. Join BC Hydro’s Corporate Energy Manager Program.
- Update the corporate building policy for new construction to reference BC Energy Step Code requirements and provide staff training to support its adoption.
- Formalize fleet electrification through the City’s fleet master planning process.
- Plan for City vehicle electrification systems and networks.
- Where electric vehicles are not available, switch to low carbon fuels.
- Implement fleet telematics to identify vehicle and operational energy use patterns to inform decision making.
- Reduce per-vehicle GHG emissions through fleet operation and maintenance as well as vehicle right-sizing.
- Partner with other municipalities and orders of government to support development of the full suite of EVs required by municipal fleets.
- Develop the City’s web-based GHG / Energy education, awareness and information exchange portal to promote information sharing and empower the public to achieve measurable, and trackable, GHG reductions.
- Build an education program to improve staff’s capacity for energy and GHG management in their day-to-day decision making.
- Pilot new technologies in City-owned assets to assess suitability for broad community application.



City carpenters working on Fort Street.

LEGEND: ● Action Underway ● Initiate Action by 2020 ● Future Action



ADAPTING EARLY



The Vision *In 2050, Victorians share sustainable community values, civic pride, neighbourhood partnerships, and a wise and common long-term planning view. Innovative adaptation projects were completed early and affordably to manage an increase in severe and prolonged storms, heatwaves, flooding, and sea level rise, recognizing that modest early investments would minimize costly and disruptive actions later. Victoria's municipal infrastructure is strong and supports a healthy, biodiverse and resilient natural environment, a thriving economy, and a vibrant, active community.*

The Goals



1

All climate-related risks to City infrastructure are minimized through early and wise planning and action.

By managing its natural and built assets, the City ensures that new infrastructure projects will be able to withstand the new climate realities of 2050 and beyond.

2

Victoria's natural environment flourishes in a changing climate.

Through growing expertise and ongoing climate-aware management, Victoria reduces climate stress on its parks and natural environment.

3

All Victorians are empowered and prepared for climate impacts and emergencies.

Education and collaboration enables the community and the City to ensure that all corners of Victoria are prepared for the changes ahead, particularly our most vulnerable populations, including lower income and older residents who often lack the resources to respond effectively to changing conditions.

The Challenge

Victoria will experience hotter and drier summers, warmer and wetter winters, rising sea levels, and more extreme storms, no matter how effectively the world reduces future carbon emissions.²² The severity of these issues will depend on the collective actions taken in the years ahead, to further mitigate climate change and reduce the impacts from GHGs already in our atmosphere.

Hotter and drier summers will stress our trees, parks, and gardens, and could make it harder to find local and affordable food, despite longer regional growing seasons.

More intense rain storms could strain our infrastructure and contribute to local flooding. Sea level rise will also contribute to flooding, and in the process, can cause coastal erosion, and damage our cherished waterfront environment. Victoria must reduce GHG emissions and begin to adapt to climate impacts early if it is to avoid the need for disruptive and costly action later.

Climate adaptation got started in Victoria a decade ago, when cities in BC got their first look at reliable, accurate climate projections for regional temperature and precipitation in 2050 and 2080. In 2011, Victoria joined the first cohort of Canadian

cities creating climate adaptation strategies.

Since then climate risk has been incorporated into numerous City master plans and strategies.

The challenge now is finding strategies for prioritizing near-term actions to address present and future climate impacts, and thus ensure that Victoria remains resilient and prosperous. Acting early to anticipate climate change will avoid disruptive and costly action later. The National Roundtable on the Environment and the Economy estimated that climate change could cost Canada up to \$43 billion per year by mid-century, but projected that the price tag could be more than halved through early action. The Roundtable's endorsement of early action has been affirmed by BC's Auditor General, and by the United States' National Institute of Building Sciences. The latter found that every dollar spent on reaching higher than the baseline building code requirements saved society four dollars in avoided damage during natural disasters. In addition, by becoming more climate resilient, we can support the security of our food, water, and energy, deepen our stewardship of the natural environment, take care of our community's most vulnerable, and strengthen our regional self-sufficiency.

DID YOU KNOW?

The City of Victoria has several plans and strategies that incorporate climate adaptation, including:

Official
Community
Plan

Urban
Master
Forest
Plan

Stormwater
Master
Plan

...and more

²² CRD. (2017). Climate Projections for the Capital Region. https://www.crd.bc.ca/docs/default-source/climate-action-pdf/reports/2017-07-17_climateprojectionsforthecapitalregion_final.pdf

The Plan

The City of Victoria will rely on solid evidence and best-practice to identify climate risks due to aging infrastructure, environmental degradation, or social inequity, and to prioritize actions. For example, Victoria's challenges are similar to that of many Canadian cities where a significant portion of the physical infrastructure is in need of replacement. Resilient infrastructure maintains functionality in the face of shocks or extreme events. By being proactive and continuing to build climate adaptation into the city's business, the City of Victoria will work towards protecting and enhancing its social, natural and built infrastructure. Critically, it will do so while continuing to provide its full set of services to residents, businesses and visitors.

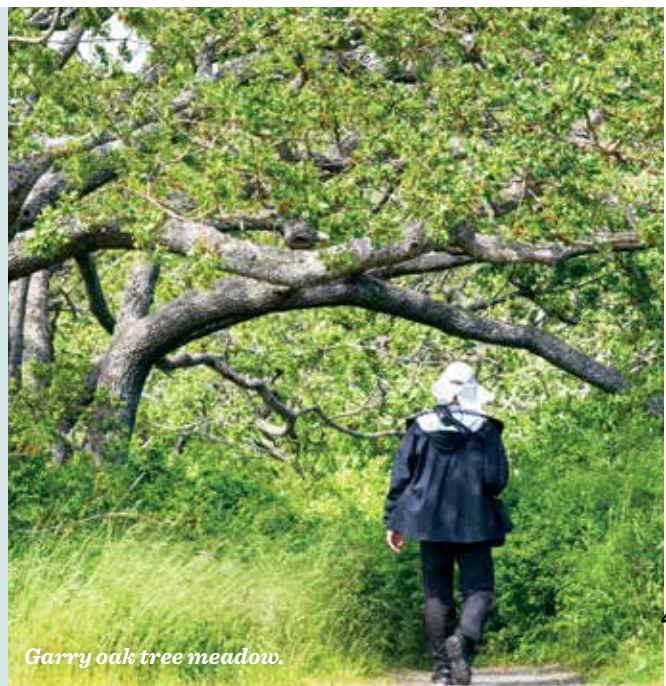
The City cannot manage all risks associated with climate change on its own. For example, homeowners, landlords, and tenants are primarily responsible for keeping residential buildings safe and vibrant. Similarly, the

private sector owns many assets that the community relies on. Only by working together and supporting our community's most vulnerable populations, including lower income and older residents, can we be successful in preparing for the changes ahead. Research shows that these groups are at greater risk from climate impacts, while often possessing the fewest resources to respond. Addressing these social risks can simultaneously boost quality of life and climate resilience for those who need it most.

Adaption planning will involve the creation of a monitoring and evaluation framework for adaptation, which can be more difficult to quantify than the 'mitigation' measures anticipated by the CLP's other sector plans. This framework will be built into a separate climate adaptation planning document that will help us implement the CLP's adaptation actions and update the public on action progress.

PARKS AND ECOSYSTEMS

Climate adaptation action for our parks and ecosystems protects both their intrinsic value and their place in our municipal identity. It is also about sustaining their role as natural infrastructure that provides essential services. Our urban forest helps reduce flood risk by absorbing rainwater, and also provides shade that will help keep our buildings and public spaces cool during increasing hot periods in the future. Early and wise planning and action will help ensure a beautiful and productive natural environment in Victoria for generations to come.



Garry oak tree meadow.



Targets

<p>GOAL 1:</p> <p>All climate-related risks to City infrastructure are minimized through early and wise planning and action.</p>	<p>TARGETS:</p> <p><i>Climate resilience is embedded into all City business.</i></p> <p><i>The City's infrastructure and services are ready to protect and respond to the risks associated with a changing climate.</i></p>
<p>GOAL 2:</p> <p>Victoria's natural environment flourishes in a changing climate.</p>	<p>TARGETS:</p> <p><i>Natural habitats support healthy fish, wildlife, and plant populations and healthy ecosystem function.</i></p>
<p>GOAL 3:</p> <p>All Victorians are empowered and prepared for climate-related impacts and emergencies.</p>	<p>TARGETS:</p> <p><i>The community is knowledgeable and prepared to address the impacts from a changing climate.</i></p> <p><i>The City incorporates best practices in risk communication covering all climate hazards.</i></p> <p><i>Climate resilience enhances quality of life for all Victorians, especially the most vulnerable.</i></p>

Resiliency

Resiliency is the capacity of built, natural and human systems to cope and recover from climate impacts in an efficient and timely manner. The characteristics of diversity and redundancy – which are central to resilience – are found everywhere in nature, and provide important lessons that can be applied in the pursuit of climate resilience. At the building level, green roofs, trees, lawns,

cisterns, and ultimately the city drainage network all serve to remove rainwater from the building vicinity either through evapotranspiration, storage, or removal. These diverse systems work towards the same goal, and help build resilience into the system so that when one part stops working, the building can rely on the others to keep dry.



Burnside Gorge Community Centre green roof.

Actions



- Develop the 'business case for adaptation' to demonstrate benefits of taking early action.
- Conduct a community-wide climate vulnerability and risk assessment.
- Assess how existing City plans incorporate climate risk and identify opportunities to align with ongoing and future City business.
- Seek funding, investment, and partnership opportunities to enhance the speed and quality of adaptation initiatives.
- Minimize flood risks through natural and engineered stormwater infrastructure.
- Analyze the economic, social and environmental implications of adopting a flood construction level.
- Study how the direct and indirect impacts of climate change will affect the local economy.
- Engage community members in refreshing the "Climate Adaptation Plan" and include actions for sectors beyond the municipal corporation (e.g., residents).
- Create a community-wide monitoring and evaluation framework to assess resilience and demonstrate progress.
- Consider future climate impacts when designing and retrofitting City buildings.
- Study the interdependencies between infrastructure systems to minimize cascading effects.
- Continue to integrate climate change impacts in environmental management decisions.
- Increase native plantings on City owned and managed land to enhance biodiversity and support ecosystem migration.
- Support CRD initiatives and investments to acquire, expand and protect green spaces across the region.
- Explore the creation of Environmental Development Permit Areas or other mechanisms to protect and enhance shoreline and marine habitats.
- Work with partners to engage, educate and influence the general public to manage privately owned urban forest to be resilient to climate change.
- Develop or amend landscaping guidelines to encourage private developments to use native tree stock that is adapted/resilient to future climate change.
- Integrate climate adaptation with work being done on local and regional food security, where appropriate.

LEGEND: ● Action Underway ● Initiate Action by 2020 ● Future Action

- Continue to improve public communication methods in advance of extreme weather events.
- Continue to integrate climate risks into emergency preparedness and recovery planning.
- Support projects and programs that increase resilience in populations vulnerable to climate change.
- Collaborate with community partners to expand public knowledge of the impacts of climate change and the preparation required for all Victorians.
- Compile a resource that communicates private sector responsibilities for climate adaptation, and connects them to resources and programs that will help them mitigate risks.



Community in Action

Installing a heat pump in your home, or business not only provides low carbon heating through the winter, but can also be used to provide cooling during the increasingly warm summer months. This was one of the many reasons that Maggie and Dave decided to get one for their new home.

Although Victoria has not traditionally needed much cooling during the summer, this will change in the coming decades, when heatwaves and higher average temperatures are more common. For all of these reasons, we are seeing more and more Victorians making the choice to replace their old furnaces, baseboard heaters, and boilers with ultra efficient heat pumps.



This rain garden at Fisherman's Wharf Park in James Bay treats stormwater collected from nearby roofs, roads and other hard surfaces before it reaches the ocean.

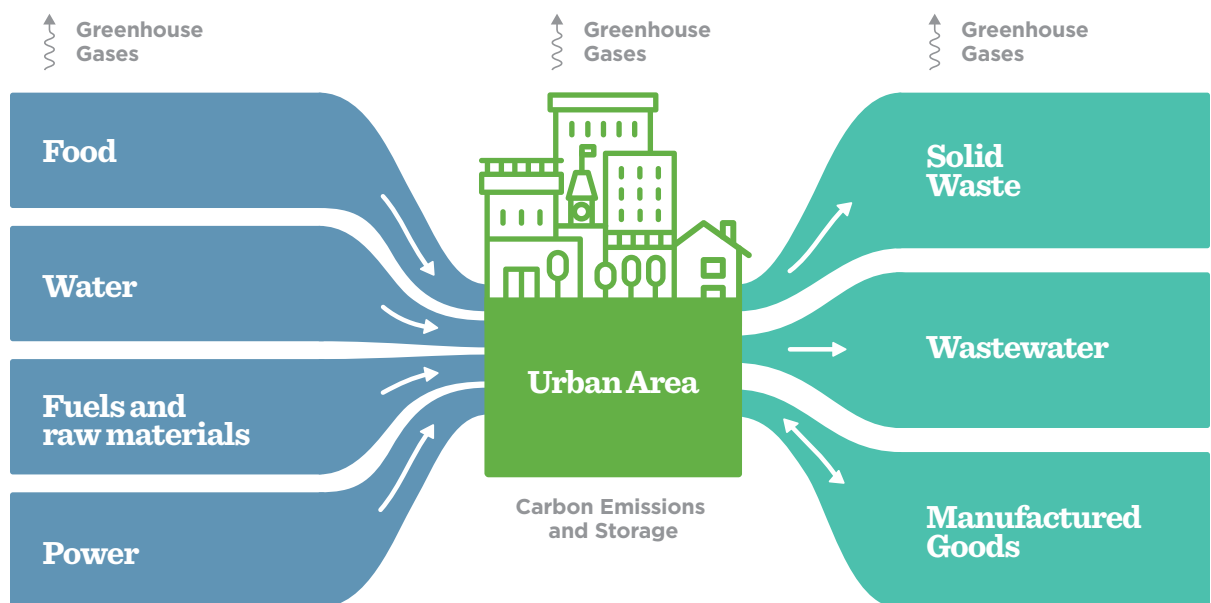
THE NEXT CHAPTER: EMBODIED EMISSIONS

Accounting for Consumption The Climate Leadership Plan focuses on greenhouse gas emissions generated locally - from buildings, transportation and waste. This is the recognized global standard for emissions reporting and action, but there is an emerging initiative that takes broader stock of a community's climate impacts. It calls for a fuller understanding of the GHG impacts — including emissions generated beyond city limits to make and deliver the materials, products and services that we consume. Identifying and measuring these 'embodied emissions' is a key step towards creating opportunities for cities to lead the way towards a more sustainable future.

Research indicates that embodied (or consumption-based) GHG emissions are approximately 60 percent greater than the GHGs generated within city boundaries.²³

While cities do not have direct control over the embodied emissions of most goods and products, they do have many opportunities to design and promote more sustainable urban lifestyles that can help reduce these consumption-based emissions. As work on climate action expands at the City, opportunities to reduce embodied emissions and shift to low carbon consumption patterns will be explored.

CITY FLOWS: THE CURRENT MODEL OF "TAKE, MAKE, WASTE."



²³ C40. (2018). Consumption Based GHG Emissions of C40 cities. <http://www.c40.org/researches/consumption-based-emissions>

Fostering a Circular Economy

The Circular Economy concept is gaining momentum as a new model for reducing waste and improving the efficiency of our current system. The concept looks at transitioning away from the extraction, use and disposal of resources towards a system that keeps resources in use indefinitely.

The City will work towards alignment with the principles of a Circular Economy, and develop actions to reduce consumption-based GHGs. Potential future actions include adopting consumption-based emissions accounting for the City of Victoria, and developing a sustainable consumption strategy that identifies and prioritizes options for lower carbon consumption.



Eco-City Project

In 2017, the City of Victoria piloted the use of a new tool to create a consumption-based inventory. The results revealed a doubling of GHGs when taking into account the embodied emissions from the products and goods

consumed by Victorians. The results of Victoria’s consumption-based inventory shows that the choices we make as individuals in what we consume have a significant role to play in reducing our community’s GHG emissions.

CONSUMPTION BASED GHG EMISSIONS, 2015

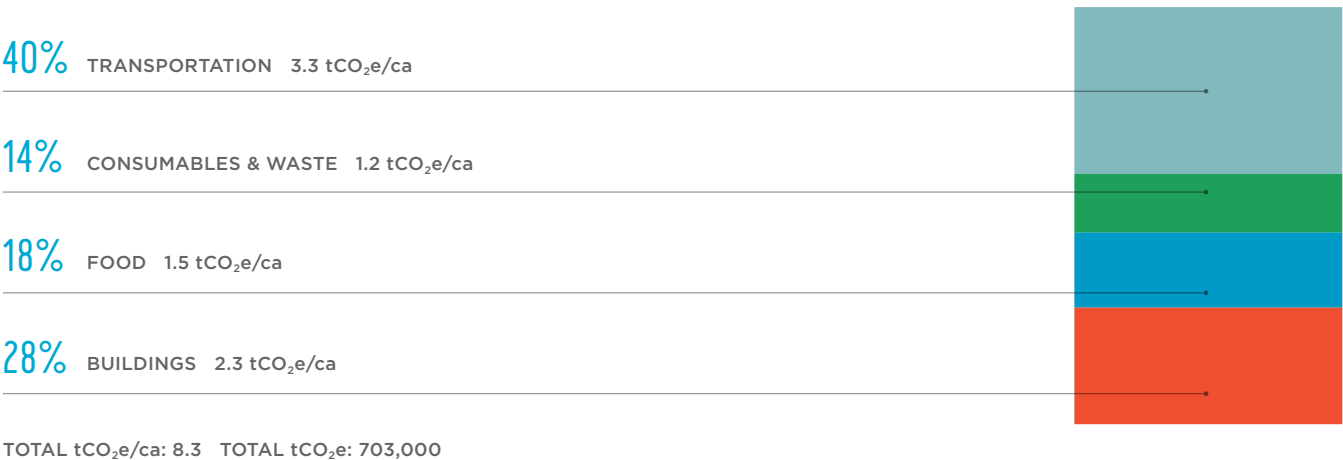


Figure 11 : City of Victoria ecoCity Footprint Tool Pilot Summary Report (2017).

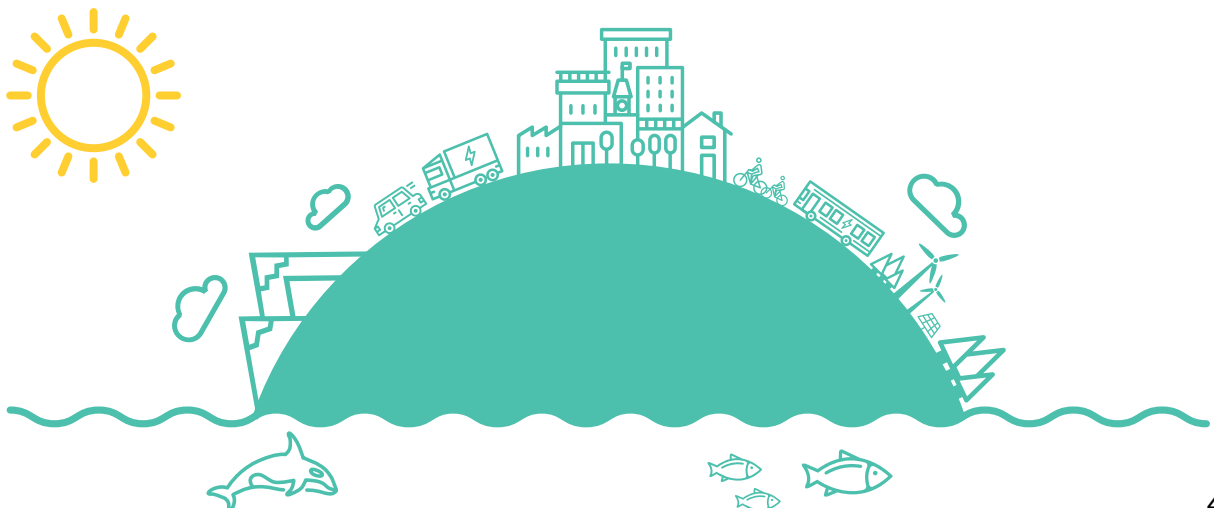
BUILDING MOMENTUM

The CLP is the City's first step toward galvanizing our community around the actions needed to reduce GHGs by 80 percent by 2050, along with a corresponding and necessary shift to 100 percent renewable energy. The CLP calls for reducing energy and GHGs, replacing fossil fuels with low carbon alternatives, redesigning systems to produce less GHGs, and building resilience into our community. Distinct pathways to a low carbon future for the buildings, mobility and waste sectors focus toward building a more prosperous and sustainable future, to be reached through early, well-informed and affordable planning and investments.

Reaching the City's ambitious, but achievable climate action targets will require strong and enduring collaboration across our community, business, government and residential groups.

Through the CLP, the City pledges to help ensure that the necessary information and decision-making systems are in place to support all community members as they seek to make cost-effective, low carbon energy choices. Our community's willingness and ability to take action will determine the overall pace, scale and success of our climate actions.

In many cases, we already have the tools, technology and information to make convenient and high-impact GHG and energy improvements. Across Victoria, many community members are taking action today and are on track to achieve the 2050 targets. These climate leaders are keeping their well-insulated homes comfortable by using affordable and efficient heat pumps; rethinking their mobility choices by taking transit, riding bikes and walking for local trips; driving plug-in hybrids and electric vehicles;



and making conscientious choices to avoid waste in their daily lives.

The actions we take represent our community's values. They reflect the inspiration we draw from Victoria's natural environment, and our recognition that ensuring it continues to thrive requires lasting commitment. We increasingly make tough GHG and energy choices, carefully weighing long-term sustainability alongside pressing near term family and business needs. And we look beyond our island home, recognizing that our individual daily energy choices add up to consequences on a global scale; billions of people taking meaningful action to avoid waste, reduce energy use, or avoid a kilogram of GHGs will have immensely positive

impacts for billions of others on the planet. Stretching limited resources today will enhance opportunities and well-being for generations to come.

As this plan builds momentum and sets the stage for positive change, we will continue to reflect on global limits, our evolving values, and how our behaviour and choices can best support a collective shift toward greater sustainability. The City of Victoria will remain keenly focused on helping people get access to the tools they need to succeed. The City is committed to working with all stakeholders to measure, manage and adjust our climate action progress as we transition together to a low carbon and prosperous community.



Acknowledgements

The Climate Leadership Plan has been developed through deep collaboration across all City departments, and has been made possible thanks to the tireless efforts of many groups across Victoria, including neighbouring municipalities, academia, industry, non-profits, technical experts, and partners in regional and provincial governments. The City is extremely grateful to all leaders and community members who have given freely of their time to help build this plan, and who have demonstrated inspirational leadership in our collective bid to reduce GHGs and thrive in our community.

2018 CITY OF VICTORIA CLIMATE LEADERSHIP PLAN

victoria.ca/climateaction



Appendix B: Climate Leadership Plan Overview

1. Document Structure

a. The CLP is organized into four main sections:

- i. Message from the Mayor and Executive Summary
- ii. Introduction to the CLP, the climate imperative and challenges faced, and the City's vision for low carbon prosperity
- iii. The five sectors of the CLP
- iv. The next chapter for climate action planning at the City and concluding remarks

b. For ease of understanding, each sector of the CLP follows the same general structure:

- i. **The Vision:** the achieved state of GHG performance we aspire to in 2050 for buildings, mobility, waste management, adaptation and municipal operations.
- ii. **The Goals:** the desired outcome for each sector.
- iii. **The Challenge:** discussion of the factors contributing to the climate challenge.
- iv. **The Plan:** This section discusses the actions that the City will take and that the whole community must engage with to reach our ambitious targets.
- v. **Targets:** Each sector states specific climate goals and corresponding targets. All targets (below) and actions act to **reduce** GHGs, **replace** fossil fuels with renewable fuel, **redesign** systems to be more sustainable, or add **resiliency** to systems to protect against a changing climate. These are referred to as the "4 Rs".
- vi. **Actions:** the specific targets that staff are proposing the City and community undertake to address the climate challenge. These actions are organized by those that are currently underway, those that will be initiated by 2020 and those that require more planning and are thus future actions.
- vii. **Community (or City) in Action:** each sector has one or two featured pieces on community members who are leading the way to a renewably powered, low carbon future. For Municipal Operations, there is a focus on what the City has done thus far. These features are meant to inspire others to action and show that an 80 percent reduction in GHGs and a transition to 100 percent renewable energy is possible.

2. Key Principles: key principles that underpin our climate planning actions, decisions, and values:

- a. **Lead and inspire** – The City will be a regional and national leader on climate mitigation and adaptation. It will take urgent action to drive innovative GHG reductions, creatively and collaboratively with other leaders and key stakeholders.
- b. **Harmonize climate action to secure co-benefits** – GHG reduction actions should be integrated with all other priority areas for City planning, including health, safety, and environmental protection, affordability, and quality of life.
- c. **Universal accountability** – All Victorians (residents, businesses, employees, and visitors) have a role to play in improving GHG performance, and should be encouraged to take meaningful action.
- d. **Make energy visible** – Our community's energy use, GHG performance, and climate impacts must be clearly known to drive effective change.

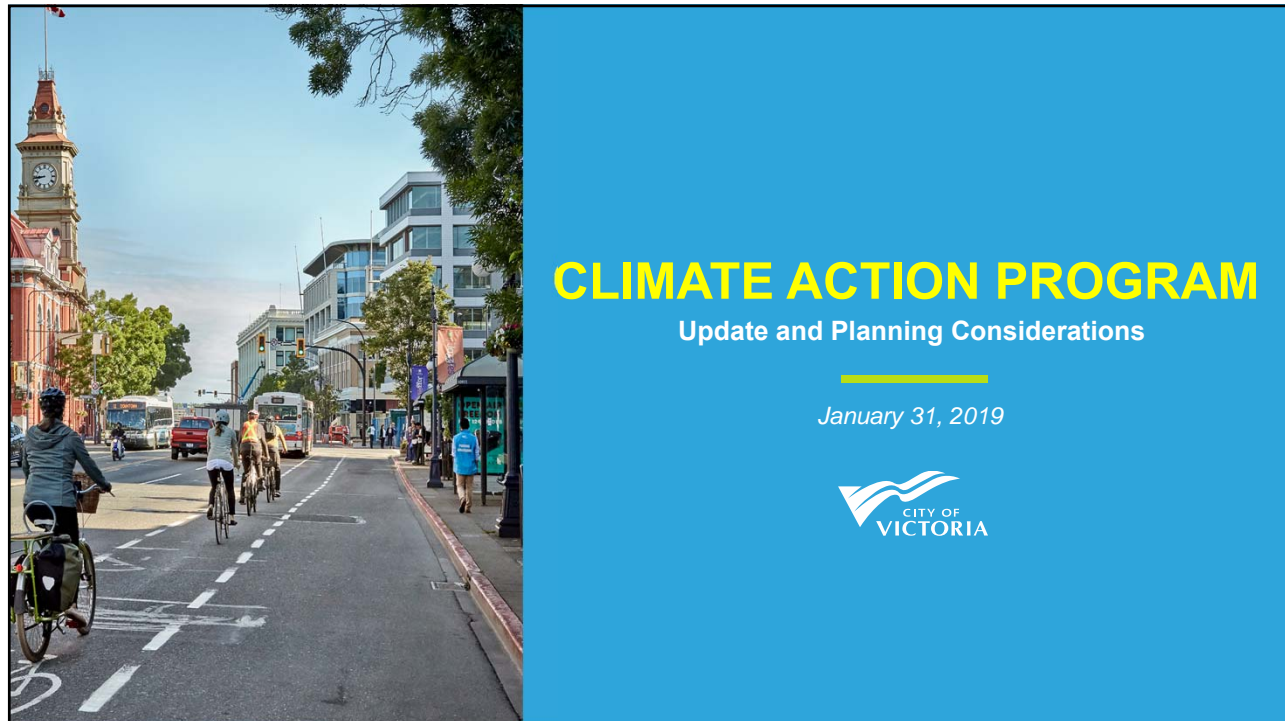
- e. **Evidence-based decisions** – Energy and GHG decisions should be socially-minded, cost-effective and supported by science, including a full, life-cycle understanding of relevant issues and technologies.
 - f. **Renewable energy for all** – Our entire community, regardless of circumstances, must have access to efficient, affordable and renewable energy options.
 - g. **Dismantle barriers** – The City will remove barriers preventing rapid decarbonisation of our energy mix by supporting policies that support smart energy choices and GHG-reduction behaviours.
 - h. **Climate resilience is developed early** – Victoria must act with a sense of urgency and take early and meaningful action to avoid the most disruptive economic, social, and environmental impacts imposed by climate change.
 - i. **Think globally, change locally, partner regionally** – Partnering and advocating across jurisdictional boundaries is key to achieving consensus and maximizing global GHG reductions.
 - j. **Track and Adjust** – The City will measure, track and report on its targets and actions annually, making adjustments where required.
3. **Sector Goals, Targets and Actions:** The CLP is broken out into five chapters covering five sectors: buildings, mobility, waste management, municipal operations and adaptation. In each chapter, high-level goals describe broad climate action objectives for the sector that are supported by more detailed targets and a list of actions. Colour-coding identifies which actions are underway, those the City intends to initiate by 2020, and others to follow in the future. Only some actions include well-defined strategies. For the rest, the City must first gain a fuller understanding of the related barriers and opportunities to determine how best to proceed. In all cases, performance metrics will be established to track progress.

Appendix C: 2018 Climate Action Program Progress/Commentary

Program Area	Project	Status	Comment
High-Performance Buildings	Efficiency BC	NEW	Provincial incentive program. City staff involvement is focused on incentives to support residents in switching away from fossil fuels (natural gas, propane, oil) to air source heat pumps. This program began in September 2018 and will run for 24 months. The City was able to offer \$350 each for up to 60 households in Victoria. Combined with the Province's \$2000 contribution and the CRD's \$350, residents can access \$2700 in rebates for fuel switching.
	Residential Retrofit Acceleration Project (RAPP)	NEW	Staff supported a successful FCM application for \$400,000 in collaboration with other local governments. The goal of RAPP is to mobilize government and industry collaboration and accelerate energy and carbon-reduction strategies/ projects to double the emissions reductions achieved from residential retrofits in program communities.
	Retrofit Strategy	ONGOING	Staff progressed work on the home retrofit strategy through internal staff analysis and a partnership on a successful grant for deep energy retrofits. A "Residential retrofit analysis for the City of Victoria" was also completed for the City by researchers at the University of Victoria.
	Step Code Implementation	ONGOING	Step Code was adopted by City Council on April 26, 2018 and came into effect on November 1, 2018.
	Market Rental and Revitalization Study (MaRRS)	COMPLETE	Study complete and presented to council May 10, 2018. Staff were directed to initiate a Pilot Program for an Energy and Seismic Upgrade Incentive Program targeting aging rental apartment buildings. Work is currently underway to release an Expression of Interest for interesting test-pilot parties, however a delay is expected due to staff changes.
Community Outreach	Climate Champions	TBD	Staff committed to Council on July 26, 2018 to begin the necessary planning and approach for how to best support community-led climate action. In Q4 2018, this involved conversations with other municipalities, staff, and non-profits. More focused work is required in 2019 to assess and recommend how to best seed high impact community climate action. More direction from Council is required to define the approach/urgency, so that staff can assess and present the resource options and costs for Council.

	Communications Strategy	NEW	Staff identified the need for a communications strategy for the Climate Action Program. Staff drafted a scope, but due to capacity issues, no progress has been made.
	Community Energy and GHG Information Management System	ONGOING	The City is developing a Solar Rooftop Tool as part of its commitment to support GHG emission reduction in the community. Launch expected in early 2019.
	Climate and Sustainability Change Agent	SCOPE CHANGE	The funding for this initiative will be partially used to develop the Communications Strategy.
	Climate Leadership Plan Communications	COMPLETE	Following the CLP's adoption, staff began distribution to the community. Staff updated the Climate Action section of City of Victoria's website, but, more work is required as part of a larger climate communications strategy.
Low Carbon Mobility	EV Charging Upgrades – City Parkades	COMPLETE (Q1 2019)	Staff completed the installation of four additional EV chargers in City parkades. The fifth and final charger will be installed in January/February, 2019. The delay was necessitated by a confirmation of electrical system capacity. Once installed, this will bring the City's public EV charging infrastructure to a total of 13 Level 2 stations.
	Sustainable Mobility Strategy	ONGOING	This strategy is managed by the Active Transportation group and will be completed in Q3, 2019.
	EV Strategy	ONGOING	Staff participated in the CRD's steering committee developing the recently released Capital Region EV and E-Bike Infrastructure Planning Guide. This report, together with the anticipated and recently released BC Zero Emission Vehicle Mandate, resulted in a strategic delay on work on Victoria's EV Strategy. Work on the City strategy, with a soon-to-be released RFP, will define the smartest investments in EV infrastructure/policies for the near term.
	E-Bike Rebate Program Study	COMPLETE	Staff partnered with researchers at the University of British Columbia to understand options and approaches for developing a residential and business e-bike incentive program. Staff are currently reviewing the results to decide on recommended next steps and required partnerships. Introducing an electric bicycle incentive is an action in the CLP.
	Zero Waste Strategy	ONGOING	This strategy is managed by staff in Sustainability.

Low Carbon Waste Management	Love Food Hate Waste Educational Program	ONGOING	This work is managed by staff in Sustainability.
	Yard and Garden Waste Management Review	ONGOING	This work is managed by staff in Sustainability.
Low Carbon Municipal Operations	Corporate Energy and Emissions Management System	ONGOING	Consultant support awarded, work to begin in Q1, 2019.
	Fleet Telematics	ONGOING	Interim GHG emissions targets will be set for the City's fleet once defined by the fleet telematics program data, to be finalized with council approval. Fleet emissions performance is now being introduced into replacement prioritization.
	Corporate Energy Manager (Facilities Energy Specialist)	DELAYED	Delay in 2018 due to external funding application award going to another municipality. New partnership has been secured beginning Q2, 2019.
	FCM MCIP Grant, Victoria City Hall Energy Assessment and Net Zero Roadmap:	ONGOING	Engineering and Facilities staff were successful in securing funding through FCM for a Victoria City Hall energy assessment and net-zero energy roadmap. The assessment and roadmap will comprise of an energy audit of all City Hall facilities, including the building envelope and mechanical systems, and develop a road map for City Hall to achieve net-zero carbon emissions and a 100% renewable energy supply in operations. Project is expected to be completed in Q1, 2019.
Adaptation	Risk assessment report	ONGOING	Rigorous assessment of existing and emerging climate risks. To be complete Q1, 2019.
	ICLEI Livable Cities Forum	NEW	A bi-annual event focusing on climate resilience for which Victoria is the host city in 2019.
	Adaptation Implementation Plan	ONGOING	A framework to operationalize the adaptation direction within the CLP, and to advance the adaptation actions identified by staff and stakeholders. To be complete Q2, 2019.



Purpose

- Provide an overview of the Climate Leadership Plan (CLP) and the Climate Action Program (CAP);
- Respond to Council's queries related to climate action progress;
- Present staff's recommendation for CAP in 2019

Background

August 2016: Council motion to establish a long-term greenhouse gas (GHG) reduction target for both corporate and community emissions consistent with global reduction goals of 80% GHG reduction by 2050, including a corresponding target of 100% renewable energy.

Dec 2016: staff provided update on development of Climate Leadership Plan (CLP).

Sept 2017: staff provided update on development and structure of CLP.

Dec 2017: staff presented draft CLP; Council directed staff to carry out community and stakeholder engagement and report back with final CLP in June. Council also approved allocation of over \$400,000 from Climate Action Reserve Fund (CARF) for priority staffing and actions.

July 2018: Council approved the City's Climate Leadership Plan and staff provided Council with an update on the Climate Action Program (CAP).

October 2018: Intergovernmental Panel on Climate Change (IPCC) released a special report.

December 2018: Council adopted the motion, "Leadership for Climate Action," directing staff to report back on options for acceleration of climate action. (CoTW, p. 3-4)



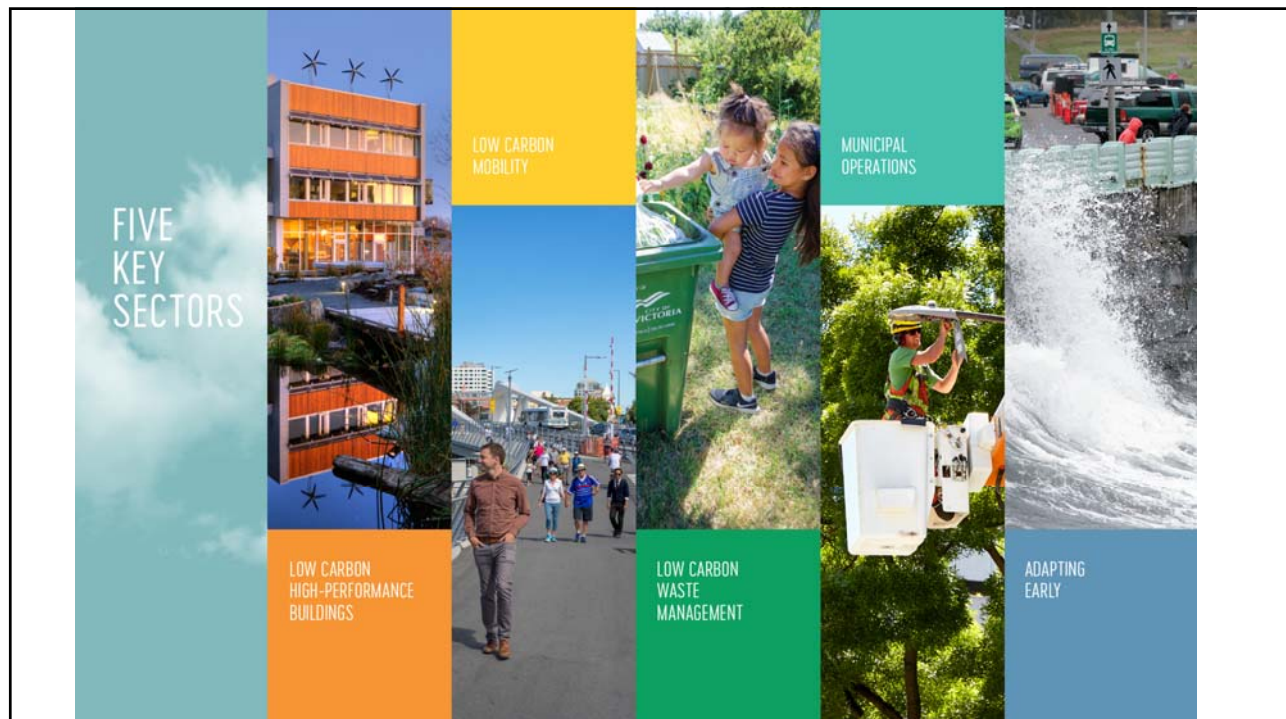
Vision

The City's **vision** for 2050 is of a vibrant, healthy, and prosperous community, fueled by renewable low carbon energy systems, and designed and integrated in ways that promote a high quality of life for all Victorians.

The City's **mission** is to lead Victoria's transition to a renewable energy future, and to inform, equip, enable and inspire the community to rapidly reduce their own GHG emissions and prepare for climate change.




(CLP, p. 18)



Goals	SECTOR	CLIMATE LEADERSHIP GOALS
	 BUILDINGS Page 24	<ul style="list-style-type: none"> » All buildings are highly energy efficient. » All buildings are powered by renewable energy.
	 MOBILITY Page 34	<ul style="list-style-type: none"> » All Victorians have access to low carbon, high-performance and affordable multi-modal transportation. » Vehicles in Victoria are powered by renewable energy. » Smart land use minimizes transportation emissions.
	 WASTE MANAGEMENT Page 42	<ul style="list-style-type: none"> » Organic materials are managed to avoid GHG emissions.
	 MUNICIPAL OPERATIONS Page 48	<ul style="list-style-type: none"> » The City is a recognized leader in climate mitigation and adaptation. » The City takes integrated and informed climate action. » The City will provide timely and accurate data supporting strong climate mitigation and adaptation actions.
	 ADAPTING EARLY Page 54	<ul style="list-style-type: none"> » All climate-related risks to city infrastructure are minimized through early planning and action. » Victoria's natural environment flourishes in a changing climate. » All Victorians are empowered and prepared for climate impacts and emergencies.

(CLP, p. 7)
(CoTW, p. 6)

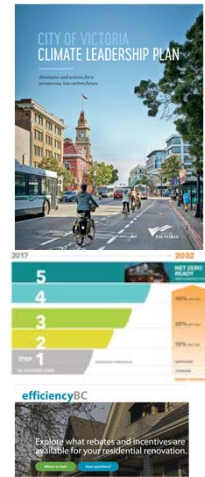


CLIMATE ACTION PROGRAM: UPDATE AND 2019 CONSIDERATIONS

- 2018 CAP Progress Update
- CAP Staffing Model
- CAP Priorities
- Considerations for Program Acceleration
- Options and Impacts
- Recommendation

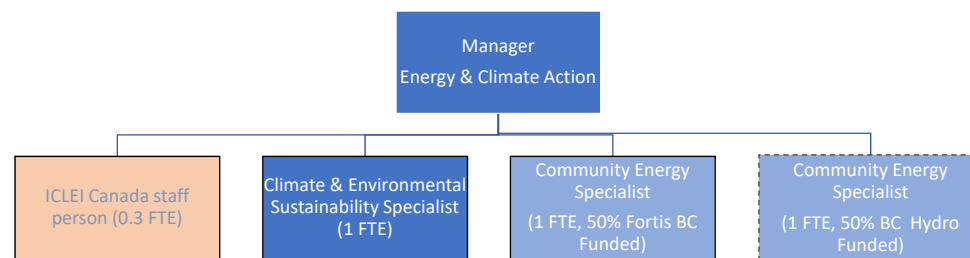
2018 Climate Action Program Updates

- Step Code adopted
- MaRRS (Market Rental Revitalization Study)
- CLP completed and adopted
- Priority action completion/progress
- Commenced or completed additional initiatives aligned with CAP priorities



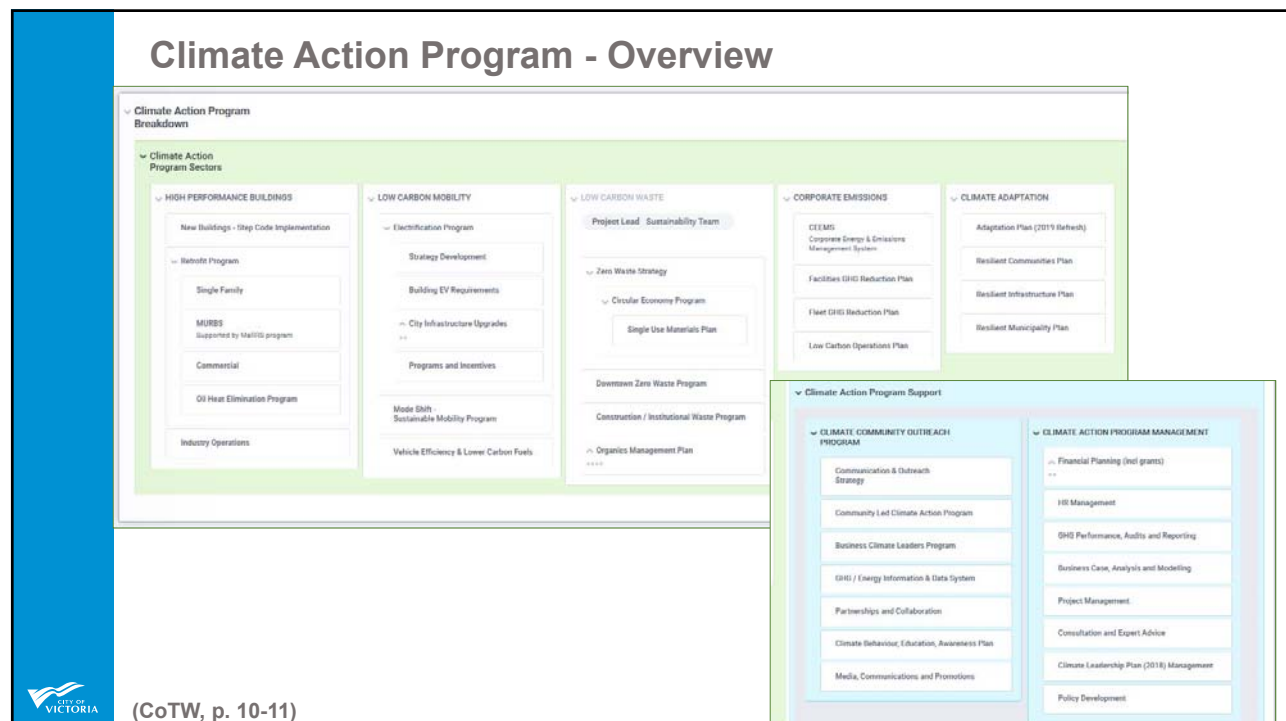
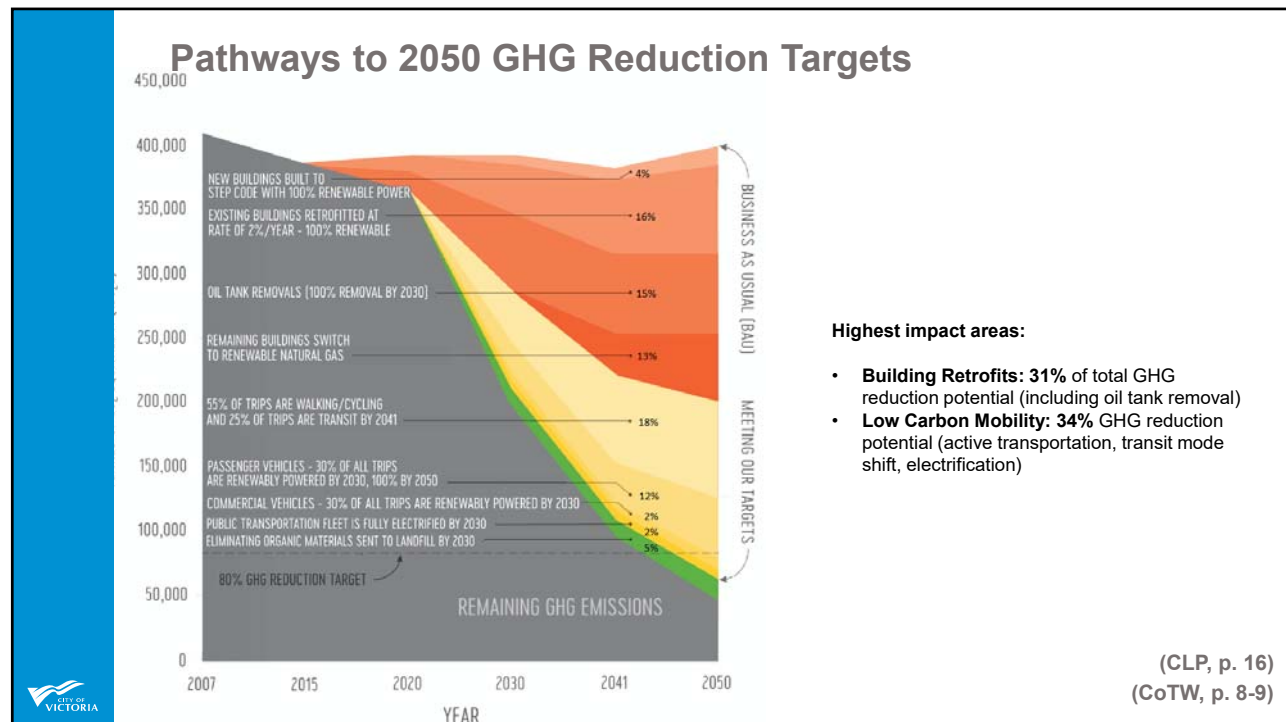
(CoTW, p. 9)

Climate Action Program - Staffing Model



City Climate Action Team. Note: dashed box refers to team member embedded in SPCD, and beige box refers to ICLEI employee/Western Canada office representative.

(CoTW, p. 13)



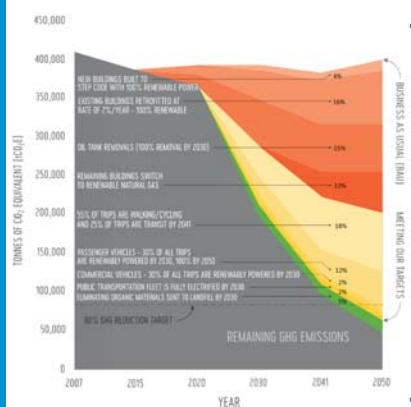
High Impact Initiatives

No.	HIGH IMPACT INITIATIVES	COMMENTS
1	Building Retrofit Program	Buildings represent the largest source of GHG emissions in Victoria.
2	Oil Heat Elimination Project	Oil tank elimination represents a single area with potential for one of the highest GHG reductions.
3	Bike Master Plan	Ongoing investments in mode shift through development of improved safe cycling network.
4	Transit Improvements / Electrification	Partnerships and incentives to transform regional public transit and drastically increase mode-shift to clean public transit system.
5	Climate Outreach Program	Developing strategy and plans for social programs to enable and promote progress in climate action at the personal, family, business and societal levels.
6	Expert Consultant Advice (Policy Workshop)	Comprehensive review of City programs, policy options, approach and priorities to reduce risks and guide staff and Council.

(CoTW, p. 12)



Urgency and Approach



What is the City's **role**, in each GHG reduction area?

What is the **urgency** or **pace** required?

What **approach** should we implement?
(specific policy, education, financial, program?)

What are the **resources required** to meet the urgency/approach?



Considerations for Program Acceleration

That Council direct staff to report back on options for expediting implementation of the Climate Leadership Plan, including options for:

1. Accelerating the reduction of the City of Victoria's corporate emissions.
2. Expediting the transition of the municipal vehicle fleet, as well as the transition of passenger vehicles, commercial vehicles and the VicPD fleet to renewable energy.
3. Mandating electric-vehicle charging capacity in all new construction that provides on-site parking, including a possible exemption for affordable housing.
4. Accelerating the implementation of the BC Energy Step Code for new buildings.
5. Accelerating the retrofitting of existing buildings for energy efficiency, including incentives for the installation of solar hot water, heat pumps and other clean energy technologies.
6. Expediting waste reduction and the capture and re-use of methane.
7. Reviewing the targets in the Climate Leadership Plan to account for GHG emission reductions necessary to limit global warming to 1.5°C.
8. Increasing transparency of the City's annual reporting on emissions targets



(CoTW, pp. 14-16)

Impacts to Financial Plan

- **Climate Action Reserve Fund (CARF)** (approximately \$400, 000 available for 2019)
 - This reserve has been established to provide a source of funds for funding climate mitigation and adaptation strategies that target energy and GHG reductions associated with facilities or transportation of either City-owned assets or community public lands and services.
- **Operating Budget** (\$314, 995, as stated in draft 2019 Financial Plan)
 - To support the Climate Action Program operating costs and expenditures
- **Grants/Funding Partnerships**
 - Yearly, staff submit applications to government agencies, non-profits, and utility providers to supplement those funds available through the CARF and operating budget
- **2018 Carry-Forwards**
 - 2018 work is still underway and funds will be carried forward to 2019
- **2019 Proposed Funding request** (\$592, 700)
 - \$369, 700 available to be funded through the CARF
 - \$223, 000 to be considered as part of 2019 financial planning process
 - **Additional funding requirements may be identified through the recommended policy workshops.



(CoTW, pp. 21-24)

Options

- **Option 1: Status Quo Program**
 - No change to current staffing and resource model
 - This option would include the support of Community Energy Specialist role (new, 2-year agreement with BC Hydro)
 - This option includes progressing several projects and initiatives, currently underway, in order of priority.
- **Option 2: Enhanced Program (recommended)**
 - Includes all of the programming in Option 1 and adds immediate staff resources, and
 - Policy Workshop to define approach for all high-impact initiatives
 - This option requires an allocation of \$369, 700 from the CARF (one-time) and asks that council refer the funding request of \$223, 000 for two new positions to the 2019 financial planning process
- **Option 3: Immediate Program Restructuring**
 - This option would be for Council to consider immediate financial and staffing resource allocations
 - Depending on Council's direction for urgency/policy, staff levels could be augmented and/or consultant support increased.



(CoTW, pp. 19-21)

Recommendation

That Council:

1. Direct staff to proceed on the basis of option 2
2. Approve the Council Proposed Actions to advocate to the Province for the following immediate actions:
 - a) Make available all ICBC municipal vehicle km/make/model/fuel economy information.
 - b) Continue the development and implementation of world-class low carbon fuel standards.
 - c) Continue progressive and direct funding programs and partnerships for municipal low-carbon initiatives, including building retrofit, transportation, waste management and other priority and shared GHG reduction programs.
 - d) Fully invest in delivery of the zero-emission vehicles sales targets as established in the CleanBC Plan.
 - e) Support transformational improvements to regional BC transit infrastructure to promote and enable rapid mode shift to transit in the region, including transitioning the BC Transit fleet to zero emissions as early in the 2020s as possible, and:
 - I. Completion of dedicated bus lanes on all connections between the West Shore and downtown
 - II. Installation of Traffic Signal Priority (TSP) sensors in all buses that operate in the City of Victoria.
 - III. Installation of 'all door loading' capabilities for all busses in the Victoria regional transit system.
 - IV. Introduction of real-time, digital bus information to enable super-convenient, accessible transit operational information.
 - V. Introduction of "tap" payment-systems common to multi-modal service providers, to support rapid loading of busses and align with Smart Mobility goals.
 - VI. Completion of the business-case to determine the most effective investments in public transportation to realize the highest potential mode-shift and ridership in the south island, including but not limited assessing commuter ferry, public transit along the E&N rail corridor and Douglas Street / Highway 1 / Highway 99, bus rapid transit (BRT) or light-rail transit (LRT).
 - VII. Reporting of annual regional transit GHG and combustion pollutants, mitigation priorities, progress and business cases for investments.
 - f) And that Council continue to advocate and engage with the CRD to prioritize the introduction of systems to minimize fugitive methane and capture all landfill GHGs.
3. Consider the 2019 Climate Action Program spending plan as part of the 2019 Financial Planning process:
 - a) Include within the 2019 Financial Plan an allocation of \$369, 700 from the Climate Action Reserve Fund to fund the one-time initiatives as outlined in this report
 - b) Refer consideration of the ongoing funding requests of \$223,000 for two new positions to the 2019 financial planning process

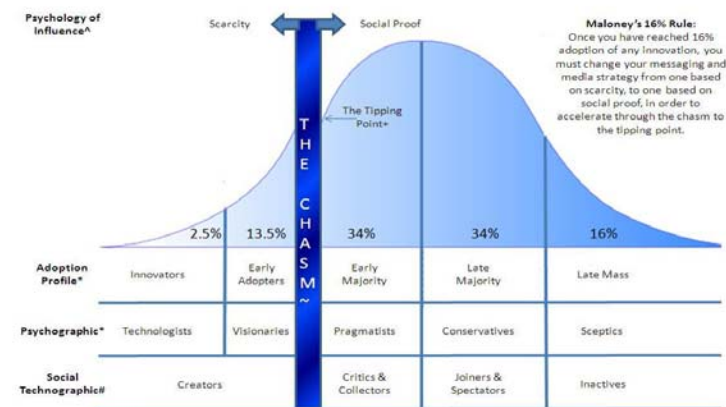


(CoTW, pp. 19-21)

Questions / Discussion



Accelerating Diffusion of Innovation: Maloney's 16% Rule®



^ Robert Cialdini | * Everett Rogers | # Forrester ~ Geoffrey Moore + Malcolm Gladwell

Matinaro, Ville & Liu, Yang. (2015). Virtual design and construction: Innovation process and diffusion in Finnish construction business. International Journal of Innovation and Learning. 18. 133. 10.1504/IJIL.2015.070869.

(CoTW, p. 18)

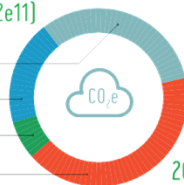


Victoria's Climate Challenge

2017 GHG EMISSIONS BY SECTOR (387,694 tCO₂e11)

32%	COMMERCIAL, INSTITUTIONAL, INDUSTRIAL, AND MULTI-UNIT RESIDENTIAL
19%	SINGLE FAMILY HOMES
9%	SOLID AND LIQUID WASTE
40%	ON-ROAD TRANSPORTATION

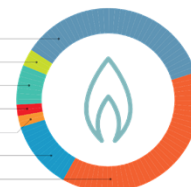
Figure 1: City of Victoria GPC Compliant Inventory, 2017



2017 GHG EMISSIONS BY FUEL TYPE

36%	GASOLINE
3%	ELECTRICITY
7%	DIESEL
2%	WOOD
2%	PROPANE
12%	HEATING OIL
38%	NATURAL GAS

Figure 2: City of Victoria GPC Compliant Inventory, 2017



2017 RENEWABLE AND NON-RENEWABLE ENERGY MIX

35%	RENEWABLE ELECTRICITY
8%	HEATING OIL AND PROPANE
3%	WOOD
<1%	RENEWABLE NATURAL GAS
2%	BIODIESEL AND ETHANOL
23%	GASOLINE AND DIESEL
29%	NATURAL GAS

Figure 3: City of Victoria GPC Compliant Inventory, 2017



(CLP, p. 15)

Climate Imperative

- Human activity has produced greenhouse gases (GHGs) at an intensity beyond what the earth's natural systems can absorb
- Warming of Earth's surface will unleash more extreme impacts. Additional 2 degrees of warming expected by the end of this century.
- Experts project impacts could be catastrophic without deep cuts in future GHG emissions
- Local climate risks include:
 - Increased seasonal precipitation
 - Rising sea levels
 - More frequent, longer heatwaves
 - Unavoidable impacts (including wildfires, drought, and increased infrastructure costs)



(CLP, pp. 11-12)



Low Carbon, High Performance Buildings (p. 24)



GOALS

- All buildings are highly energy efficient.
- All buildings are powered by renewable energy.



TARGETS

- *By 2030, all new buildings are 'net zero energy ready.'*
- *By 2050, all existing buildings meet new high efficiency standards.*
- *By 2030, heating oil is phased out.*
- *By 2050, all buildings exclusively use renewable energy.*



Low Carbon Mobility (p. 34)



GOALS

- All Victorians have access to low carbon, high performance and affordable multi-modal transportation.
- Vehicles in Victoria are powered by renewable energy.
- Smart land use minimizes transportation emissions.



TARGETS

- By 2030, 25 percent of all trips by Victoria residents are taken by public transportation.
- By 2030, 100 percent of BC Transit buses in Victoria are renewably powered.
- By 2030, Victoria residents choose walking and cycling for 55 percent of all trips.
- By 2030, renewable energy powers 30 percent of passenger vehicles registered in Victoria, and 100 percent of passenger vehicles are renewably powered by 2050
- By 2030, 30 percent of commercial vehicles operating in Victoria are renewably powered.
- By 2030, 100 percent of Victoria's neighbourhoods are "complete" by design with substantial transportation system diversity.



Low Carbon Waste Management (p. 42)



GOAL

- Organic materials are managed to avoid GHG emissions.



TARGETS

- Eliminate 100 percent of food and yard waste sent to the landfill by 2030.
- Eliminate 100 percent of other organic materials sent to the landfill by 2030.
- Capture methane from collected organic waste to provide renewable energy by 2025.



Municipal Operations (p. 48)



GOALS

- The City is a recognized leader in climate mitigation and adaptation.
- The City takes integrated and informed climate action.
- The City will provide timely and accurate data supporting strong climate mitigation and adaptation actions.



TARGETS

- By 2040, 80 percent of the City's fleet is electrified, or renewably powered.
- All new City facilities are renewably powered.
- By 2025, all City power tools and small engine-driven equipment are renewably powered.
- By 2040, 80 percent of the City's fleet is electrified, or renewably powered.
- By 2020, capital and operating plans are informed by climate data, carbon pricing, and the City's GHG reduction targets.
- By 2022, the City has developed a 'triple bottom line' accounting system that guides City business planning.
- By 2022, partner with other local governments and the region to develop a community-accessible Energy and GHG information management System (EGIMS).



Adapting Early (p. 54)



GOALS

- All climate-related risks to City infrastructure are minimized through early and wise planning and action.
- Victoria's natural environment flourishes in a changing climate.
- All Victorians are empowered and prepared for climate impacts and emergencies.



TARGETS

- Climate resilience is embedded into all City business.
- The City's infrastructure and services are ready to protect and respond to the risks associated with a changing climate.
- Natural habitats support healthy fish, wildlife, and plant populations and healthy ecosystem function
- The community is knowledgeable and prepared to address the impacts from a changing climate.
- The City incorporates best practices in risk communication (e.g. advanced warning systems, short videos) covering all climate hazards.
- Climate resilience enhances quality of life for all Victorians, especially the most vulnerable.



Committee of the Whole Report

For the Meeting of January 31, 2019

To: Council
From: Chris Coates, City Clerk
Subject: Renters' Advisory Committee

Date: January 25, 2019

RECOMMENDATION

That Council approve the revised Terms of Reference for the Renters Advisory Committee.

EXECUTIVE SUMMARY

At the November 8, 2018 Council Meeting, Council approved the formation of a Renters' Advisory Committee to help achieve the goals and advise on policy related to providing adequate and affordable housing for residents. Recruitment for this committee is in process and there is significant interest amongst community members interested in participating in the Committee. The Council Member Report and Terms of Reference are attached as Appendices A and B respectively.

The Terms of Reference that Council approved have been reviewed by staff since the Committee was created and staff have identified issues that Council may wish to consider to assist with how the Committee approaches the issues it will deal with, as well as how those issues are brought forward to Council for consideration. The revisions suggested recognize the process to move recommendations forward to Council including of a staff review to overlay on the work of the Committee. In addition, the suggested approach would also involve the establishment of a work plan, approved by Council, to ensure that the Committee is focused and in step with Council's Strategic Plan, and that the volume of issues coming back to Council can be managed effectively relative to the City's Financial Plan and the staff resources available to support the Committee.

PURPOSE

The purpose of this report is to bring forward suggested amendments to the Terms of Reference for the recently created Renter's Advisory Committee.

BACKGROUND

Council approved the establishment of the Renter's Advisory Committee and its Terms of Reference resulting from a Council member initiative in November 2018. The Council Member Report and Terms of Reference are attached as Appendices A and B respectively. The function of Renter's Advisory Committee is to provide advice and recommendations to Victoria City Council and staff on:

- Policies to increase rental housing stock;
- Improving conditions and well-being of renters in the City of Victoria

- Strategic priorities for the city relating to renters;
- The impacts of provincial and federal legislation affecting tenants;
- Enhancing access and inclusion for renters in developing municipal policy and civic life; and
- Other matters that the committee deems relevant to the interests of renters in the City of Victoria.

The broadly based Terms of Reference suggest that issues would come before the Committee in three distinct ways:

- Referrals from Council
- Policy Initiatives and Projects brought forward for consideration by staff
- Issues identified by the Committee

ISSUES & ANALYSIS

The Renters' Advisory Committee requires the appointment of up to 12 new members, each for a two-year term beginning on February 1, 2019 and ending January 31, 2021. The Terms of Reference attached as Appendix B indicate that the members of the public appointed represent diverse perspectives and experiences of renters and renters' advocates. Recruiting members is in process.

Recent experiences with active committees in the City have resulted in circumstances, in some cases, where the Committee's work cannot be effectively connected to the City's processes to assess and move them forward in a timely manner. Committee members are invested in the work they do and can be frustrated by the inability to have recommendations actioned or even advanced at times, given the workload and priorities and the resulting challenges to manage the volume and type of information coming forward.

Amending the terms of reference to establish a clear approach, a connection to Council's strategic direction, and a clear report back structure can alleviate these concerns and focus Committees in a more productive manner. In addition, that would add a layer of scale to the scope of the Committees work such that its recommendations can be managed and moved forward in a timely way without significant impact on existing workloads, essentially because the work would be anticipated and factored into the City's business plans.

This could be accomplished by amending the terms of reference adding the following as section 4.

4. Operating Requirements

- a) The Committee shall establish an annual work plan to identify the focus of the Committee for the year. The Work Plan shall be submitted for Council's consideration and approval accompanied by recommendations on the Work Plan from City Staff that will include policy considerations, connections to strategic priorities, resource and financial capacity considerations. The Work Plan will be developed based on:
 - Referrals from Council
 - Referrals from City Staff
 - Issues identified by The Committee.
- b) Council's consideration of the Work Plan will recognize the capacity of City Staff to move the matters from the Committee forward to Council as well as provide the opportunity for the consideration of any funding or resources necessary to implement the actions that the Committee recommends, that Council approves.

- c) Reporting to Council to occur through the Quarterly Update process unless for reasons of time sensitivity, a Council Liaison may bring forward a recommendation by way of a Council member motion to Committee of the Whole.

OPTIONS & IMPACTS

Option 1 – Amend the Terms of Reference to Add Operating Requirements (Recommended)

Option 2 – Retain existing Terms of Reference.

CONCLUSIONS

Advisory committees are an effective way to seek out and benefit from community expertise and interest. The overarching objectives of the suggested revisions are designed to foster effective, productive and satisfying community participation; provide a clear focus linked to Council's higher level planning and to recognize the resource and funding capacity limitations of the City.

Respectfully submitted,



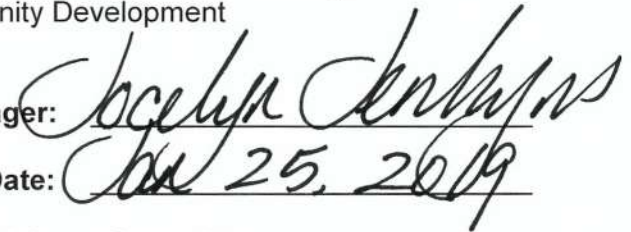
Chris Coates
City Clerk



Andrea Hudson
Acting Director of Sustainable Planning
and Community Development

Report accepted and recommended by the City Manager:

Date:


25. 2019

Attachment A – Council Member Report – Renter's Advisory Committee

Attachment B – Renters' Advisory Committee Committee Terms of Reference



Council Member Motion
For the Committee of the Whole Meeting of November 8, 2018

Date: October 30, 2018

From: Councillor Dubow and Councillor Loveday

Subject: Better Representing Renters in City Decision-Making through the Creation of a Renters' Advisory Committee

Background:

Roughly 60% of residents in Victoria are renters.

In Victoria and other cities across Canada, renters are under-represented in decision-making processes. To help ensure that renters are better represented in decision-making processes, many cities have established advisory committees made up of renters and tenant advocates to advise on policy, bring experiential knowledge, and help the municipality achieve goals relating to providing adequate and affordable housing for residents.

It is therefore recommended that the City of Victoria establish a Renters' Advisory Committee and adopt the attached interim terms of reference.

Recommendation:

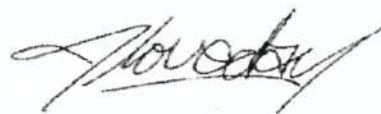
That Council:

1. Approves the formation of a Renters' Advisory Committee.
2. Adopts the attached Interim Terms of Reference for the committee, pending input from committee members on potential revisions.
3. Directs staff to invite applications from members of the public for appointment to the committee, aiming for an initial committee meeting in January 2018.
4. Appoints Councillors Dubow and Loveday as the initial Council Liaisons to the committee.

Respectfully Submitted,



Councillor Dubow



Councillor Loveday

Attachment:

1. Interim Terms of Reference for Renters' Advisory Committee

Interim Terms of Reference

Renters' Advisory Committee

1. Purpose

The purpose of the Renters' Advisory Committee is to provide advice and recommendations to Victoria City Council and staff on:

- Policies to increase rental housing stock;
- Improving conditions and wellbeing for renters in the City of Victoria ;
- Strategic priorities for the city relating to renters,
- The impacts of provincial and federal legislation affecting tenants ;
- Enhancing access and inclusion for renters in developing municipal policy and civic life; and
- Other matters that the committee deems relevant to the interests of renters in the City of Victoria.

2. Composition

The Renters' Advisory Committee will be comprised of up to twelve (12) members of the public appointed to two (2) year terms, representing the diverse perspectives and experiences of renters and renters' advocates.

Two Council members will be appointed to serve as non-voting liaisons to the committee.

Staff in Sustainable Planning and Community Development , and Legislative Services will act as a resource to the committee as appropriate and at the direction of the City Manager.

3. Procedure

Committee members will elect a Chair and Vice-Chair at the first meeting from among the members.

The committee will meet monthly from September to November and January to June.

Meetings will be conducted in accordance with procedures adopted for other City of Victoria advisory committees.

Members may initiate discussion of new initiatives. Initiatives requiring staff support will require Council approval before work is undertaken.

Recommendations approved by members at committee meetings will be forwarded within two weeks for Council's consideration at the Committee of the Whole where they may be addressed right away or forwarded to the quarterly update as part of the strategic planning quarterly review process.



Committee of the Whole Report For the Meeting of January 31, 2019

To: Committee of the Whole
From: Chris Coates, City Clerk
Subject: Proclamation "Eating Disorder Awareness Week" February 1st – February 7th, 2019
Date: January 28, 2019

RECOMMENDATION

That the *Eating Disorder Awareness Week* Proclamation be forwarded to the January 31, 2019 Council meeting for Council's consideration.

EXECUTIVE SUMMARY

Attached as Appendix A is the requested *Eating Disorder Awareness Week* Proclamation. Council has established a policy addressing Proclamation requests. The policy provides for:

- A staff report to Committee of the Whole.
- Each Proclamation request requiring a motion approved at Committee of the Whole prior to forwarding it to Council for their consideration.
- Staff providing Council with a list of Proclamations made in the previous year.
- Council voting on each Proclamation individually.
- Council's consideration of Proclamations is to fulfil a request rather than taking a position.

A list of 2018 Proclamations is provided as Appendix B in accordance with the policy. Consistent with City Policy, Proclamations issued are established as fulfilling a request and does not represent an endorsement of the content of the Proclamation.

Respectfully submitted,



Chris Coates
City Clerk

LIST OF ATTACHMENTS

- Appendix A: Proclamation "Eating Disorder Awareness Week"
- Appendix B: List of Previously Approved Proclamations

“EATING DISORDER AWARENESS WEEK”

WHEREAS *Eating Disorder Awareness Week seeks to raise awareness of eating disorders, shed light on dangerous and pervasive myths, and promote prevention; and*

WHEREAS *the Provincial Eating Disorders Awareness (PEDAW) campaign launches annually in February with events and activities taking place throughout the year and is part of a national effort to raise awareness around prevention and early intervention of eating disorders as well as media literacy, resiliency, building healthy body image and self-esteem; and*

WHEREAS *the Vancouver Island Voices for Eating Disorders Society (VIVED) is a grassroots organization that, despite its members’ ongoing struggle with illnesses, has pulled together people with eating disorders, their loved ones, friends and allies, and has met with the Minister of Mental Health and Addictions to talk about lived experiences and present ideas about how services and programs can be improved, and is hosting a public panel on eating disorders February 7th at 7pm at Bolen Books, and*

WHEREAS *eating disorders are psychiatric illnesses with higher mortality rates than any other mental illness, and*

WHEREAS *it is critical that greater awareness be raised in this area to support additional and innovated services in the City of Victoria so more adults with eating disorders to receive can access appropriate services in their own home community,*

NOW, THEREFORE *I do hereby proclaim the week of February 1st – February 7th, 2019 as “EATING DISORDER AWARENESS WEEK” on the HOMELAND of the Lekwungen speaking ESQUIMALT AND SONGHEES FIRST NATIONS in the CITY OF VICTORIA, CAPITAL CITY of the PROVINCE of BRITISH COLUMBIA.*

IN WITNESS WHEREOF, *I hereunto set my hand this 31st day of January Two Thousand and Nineteen.*

**LISA HELPS
MAYOR
CITY OF VICTORIA
BRITISH COLUMBIA**

**Sponsored By:
Vancouver Island Voices for
Eating Disorders Society**

Appendix B

Council Meetings	Proclamations
11-Jan-18	none
25-Jan-18	Eating Disorder Awareness Week - February 1 to 7, 2018
08-Feb-18	Rare Disease Day - February 28, 2018 International Development Week - February 4 - 10, 2018 Chamber of Commerce Week - February 19 - 23, 2018
22-Feb-18	Victoria Co-op Day - March 10, 2018 Tibet Day - March 10, 2018
08-Mar-18	Revised World Water Day - March 22, 2018 Purple Day for Epilepsy Awareness - March 26, 2018
22-Mar-18	Parkinson's Awareness Month - April 2018 Barbershop Harmony Quartet Week - April 8-14, 2018 Autism Awareness Day - April 2, 2018
12-Apr-18	St. George Day - April 23, 2018 Human Values Day - April 24, 2018
26-Apr-18	Huntington Awareness Month - May 2018 Neighbour Day - May 8, 2018 Earth Day - April 22, 2018 International Internal Audit Awareness Month - May 2018 MS Awareness Month - May 2018 Highland Games Week - May 14-21, 2018 North American Occupational Safety and Health (NOASH) Week - May 7-13, 2018 Child Abuse Prevention Month - April 2018 Thank a Youth Worker Day - May 10, 2018 National Organ and Tissue Donation Awareness Week - April 22 - 28, 2018
10-May-18	Tap Dance Day - May 25, 2018
24-May-18	Victims and Survivors of Crime Week - May 27 - June 2, 2018 Orca Awareness Month - June 2018 Intergenerational Day - June 1, 2018 Co-op Housing Day - June 9, 2018 Planning Institute of BC 60th Anniversary Day - June 9, 2018 Pollinator Week - June 18 - 24, 2018 Independent Living Across Canada Day - June 4, 2018 Built Green Day - June 6, 2018 International Medical Cannabis Day - June 11, 2018
14-Jun-18	ALS Awareness Month - June 2018
28-Jun-18	Pride Week - July 1 to 8, 2018
12-Jul-18	None
26-Jul-18	A Day of Happiness - August 4, 2018
09-Aug-18	World Refugee Day - June 20, 2018 Literacy Month - September 2018
06-Sep-18	Prostate Cancer Awareness Month - September 2018 Performance and Learning Month - September 2018 BC Thanksgiving Food Drive for the Food Bank Day - September 15, 2018 United Way Day - September 19, 2018
20-Sep-18	International Day of Sign Languages and Week of the Deaf - September 23, 2018 Ride for Refugee Day - September 29, 2018 Wrongful Conviction Day - October 2, 2018 Fire Prevention Week 2018 - October 7 to 13, 2018 Occupational Therapy Month - October 2018 Manufacturing Month - October 2018
04-Oct-18	World Mental Health Day - October 10, 2018 Waste Reduction Week - October 15 to 21, 2018 Miriam Temple No. 2 Daughters of the Nile Day - October 18, 2018 Pulmonary Hypertension Awareness Month - November 2018 World Pancreatic Cancer Day - November 15, 2018 CUPE Local 50's 100th Anniversary - October 2018
08-Nov-18	Turkish Republic Day - October 29, 2018 Think Local Week - November 12 to 18, 2018 Diabetes Awareness Day - November 14, 2018 World Lymphedema Day - March 6, 2019
22-Nov-18	November - November 2018 Adoption Awareness Month - November 2018
13-Dec-18	National Homeless Persons' Memorial Day - December 21, 2018



Committee of the Whole Report

For the Meeting of January 31, 2019

To: Committee of the Whole **Date:** January 29, 2019
From: Chris Coates, City Clerk
Subject: Proclamation "International Development Week" February 3rd – February 9th, 2019

RECOMMENDATION

That the *International Development Week* Proclamation be forwarded to the January 31, 2019 Council meeting for Council's consideration.

EXECUTIVE SUMMARY

Attached as Appendix A is the requested *International Development Week* Proclamation. Council has established a policy addressing Proclamation requests. The policy provides for:

- A staff report to Committee of the Whole.
- Each Proclamation request requiring a motion approved at Committee of the Whole prior to forwarding it to Council for their consideration.
- Staff providing Council with a list of Proclamations made in the previous year.
- Council voting on each Proclamation individually.
- Council's consideration of Proclamations is to fulfil a request rather than taking a position.

A list of 2018 Proclamations is provided as Appendix B in accordance with the policy. Consistent with City Policy, Proclamations issued are established as fulfilling a request and does not represent an endorsement of the content of the Proclamation.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Chris Coates".

Chris Coates
City Clerk

LIST OF ATTACHMENTS

- Appendix A: Proclamation "International Development Week"
- Appendix B: List of Previously Approved Proclamations

“INTERNATIONAL DEVELOPMENT WEEK”

WHEREAS 2019 marks the 29th year of celebrating Canadian contributions to poverty reduction and international humanitarian assistance. The theme for the year is “Together for Gender Equality” and we recognize that action from local organizations is an essential path towards social justice around the world; and

WHEREAS from February 3-9, we will commemorate Canadian partnerships between civil society organizations, community leaders, and governments, in their work to address the social, political, economic, and environmental inequalities around our world; and

WHEREAS Canadians significantly help improve quality of life in various communities through their involvement as international development stakeholders, volunteers, and supporters. The theme for this year’s International Development Week is “Together for Gender Equality”, encouraging Canadians to be leaders in promoting an equal and just world; and

WHEREAS International Development Week provides an opportunity for Canadians, to exercise their responsibilities as global citizens, and reflect on what we are doing to shape a better world; and

WHEREAS For this year’s International Development Week, VIDEA, alongside many university and community partners will be putting on a series of events through Victoria to give Canadians a chance to celebrate Canada’s international development achievements and challenges.

NOW, THEREFORE I do hereby proclaim the week of February 3rd – February 9th, 2019 as **“INTERNATIONAL DEVELOPMENT WEEK”** on the **HOMELAND** of the Lekwungen speaking **ESQUIMALT AND SONGHEES FIRST NATIONS** in the **CITY OF VICTORIA, CAPITAL CITY** of the **PROVINCE** of **BRITISH COLUMBIA**.

IN WITNESS WHEREOF, I hereunto set my hand this 31st day of January Two Thousand and Nineteen.

LISA HELPS
MAYOR
CITY OF VICTORIA
BRITISH COLUMBIA

Sponsored By:
Victoria International
Development Education
Association (VIDEA)

Appendix B

Council Meetings	Proclamations
11-Jan-18	none
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22-Feb-18	Victoria Co-op Day - March 10, 2018 Tibet Day - March 10, 2018
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22-Nov-18	November - November 2018 Adoption Awareness Month - November 2018
13-Dec-18	National Homeless Persons' Memorial Day - December 21, 2018



Council Member Motion
For the Committee of the Whole Meeting of January 31st, 2019

Date: January 15th, 2019

From: Councillor Potts, Councillor Loveday, Councillor Isitt, and Councillor Alto

Subject: Observed Inhalation Sites for Overdose Prevention

Recommendation:

THAT Council endorse the following resolution and direct staff to forward copies to the Premier of British Columbia, the Ministers responsible for Local Government, Health, Mental Health and Addictions, the Association of Vancouver Island and Coastal Communities (AVICC) Annual Convention, the Union of British Columbia Municipalities (UBCM) Annual Convention, and member local governments and regional districts within the Capital Region, AVICC and UBCM, requesting favourable consideration and resolutions of support:

Resolution: Observed Inhalation Sites for Overdose Prevention

WHEREAS British Columbia is currently experiencing an unprecedented public health emergency due to an unpredictable and highly-toxic drug supply;

WHEREAS smoking or inhalation is the second most common mode of consumption among all people who have died from a suspected illicit drug overdose and the most common mode of consumption among men and those between the ages of 15 and 29;

WHEREAS observed consumption services (i.e. supervised consumption services and overdose prevention services) are evidence-based harm reduction approach shown to reduce overdose-related harm;

WHEREAS there is not adequate access to observed consumption services that provide space for inhalation where communities are facing crisis;

THEREFORE BE IT RESOLVED THAT to ensure that people at risk of overdose across B.C. have access to observed consumption services that provide space for inhalation, that the Province of British Columbia work through local communities, Health Authorities across the Province, the Ministry of Mental Health and Addictions and the Ministry of Health to provide these services as part of a holistic response to the public-health emergency, including prevention, treatment, and recovery.

Respectfully Submitted,

A stylized, handwritten signature in black ink, consisting of a large, flowing 'S' shape.

Sarah Potts

A handwritten signature in black ink, featuring a cursive 'J' followed by 'Loveday'.

Jeremy Loveday

A handwritten signature in blue ink, appearing as 'Ben Isitt' in a cursive style.

Ben Isitt

A handwritten signature in black ink, featuring a cursive 'M' followed by 'Alto'.

Marianne Alto

Council Attendance Requests 2019		Total	
Approved Council Requests with Probable Future Requests		Budget	Requests/Actuals
Council Budget 2000.4116 (Conferences/Travel)	\$	35,000	\$ 35,000
<u>Pending Approval at the January 31 Meeting</u>			
Councillor Isitt - Higher Ground Governance Forum held in Harrison Hot Springs March 29-30			1,050
Councillor Isitt - Association of Vancouver Island and Coastal Communities Annual Meeting held in Powell River April 12-14			1,000
Councillor Isitt - Federation of Canadian Municipalities Annual Meeting held in Quebec City May 30-June 2			2,700
<u>Pending Approval at the January 31 Meeting</u>			
Councillor Collins - Higher Ground Governance Forum held in Harrison Hot Springs March 29-30			1,050
Councillor Collins - Association of Vancouver Island and Coastal Communities Annual Meeting held in Powell River April 12-14			1,000
Councillor Collins - New Westminster Mayor's Housing Roundtable at New Westminster, B.C. February 16, 2019			200
<u>Miscellaneous Conferences and Expenditures</u>			
Councillor Alto - Urban Development Luncheon held in Victoria Jan 31			65
<u>Probable Upcoming Events:</u>			
FCM Annual Conference held in Quebec City May 30-June 2 (estimated 4 x \$2,700)			10,800
UBCM Annual Conference held in Vancouver Sep 23-27 (estimated 6 x \$2,300)			13,800
Total Requests/Actuals	\$	35,000	\$ 31,665
Remaining			\$ 3,335

Council Attendance Requests 2019		Total	
Approved Council Requests with Probable Future Requests		Budget	Requests/Actuals
Council Budget 2000.4116 (Conferences/Travel)	\$	35,000	\$ 35,000
<u>Pending Approval at the January 31 Meeting</u>			
Councillor Isitt - Higher Ground Governance Forum held in Harrison Hot Springs March 29-30			1,050
Councillor Isitt - Association of Vancouver Island and Coastal Communities Annual Meeting held in Powell River April 12-14			1,000
Councillor Isitt - Federation of Canadian Municipalities Annual Meeting held in Quebec City May 30-June 2			2,700
<u>Pending Approval at the January 31 Meeting</u>			
Councillor Collins - Higher Ground Governance Forum held in Harrison Hot Springs March 29-30			1,050
Councillor Collins - Association of Vancouver Island and Coastal Communities Annual Meeting held in Powell River April 12-14			1,000
Councillor Collins - New Westminster Mayor's Housing Roundtable at New Westminster, B.C. February 16, 2019			200
<u>Miscellaneous Conferences and Expenditures</u>			
Councillor Alto - Urban Development Luncheon held in Victoria Jan 31			65
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UBCM Annual Conference held in Vancouver Sep 23-27 (estimated 6 x \$2,300)			13,800
Total Requests/Actuals	\$	35,000	\$ 31,665
Remaining			\$ 3,335

Council Member Motion
For the Committee of the Whole Meeting of January 31, 2019

Council Attendance Requests 2019		Total	
Approved Council Requests with Probable Future Requests		Budget	Requests/Actuals
Council Budget 2000.4116 (Conferences/Travel)	\$	35,000	\$ 35,000
<u>Pending Approval at the January 31 Meeting</u>			
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Councillor Isitt - Association of Vancouver Island and Coastal Communities Annual Meeting held in Powell River April 12-14			1,000
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<u>Pending Approval at the January 31 Meeting</u>			
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Total Requests/Actuals	\$	35,000	\$ 31,665
Remaining			\$ 3,335



Council Member Motion
For the Committee of the Whole Meeting of January 31, 2019

Date: January 30, 2019

From: Councillor Ben Isitt

Subject: Resolution: Revitalizing Island Rail

Recommendation:

THAT Council endorse the following resolution and direct staff to forward copies to the Premier of British Columbia, the Minister of Transportation, Members of the Legislative Assembly representing constituencies on Vancouver Island, the Association of Vancouver Island and Coastal Communities (AVICC) Annual Convention, and member local governments within the Capital Region and AVICC, requesting favourable consideration and resolutions of support:

Resolution: Revitalizing Island Rail

WHEREAS One of the conditions of the original Order-in-Council establishing the Esquimalt and Nanaimo (E&N) now Island Corridor Foundation (ICF) railway corridor is that if the corridor is no longer needed or used for railway purposes, it goes back to the original owner;

AND WHEREAS Assembling a similar multi-modal corridor connecting the Alberni Inlet to the Comox Valley to Greater Victoria in the context of current land values and land uses would be impossible to replicate;

AND WHEREAS Repair of the railway infrastructure can only reasonably be accomplished by way of capital investment from senior levels of government;

AND WHEREAS Rail transport and a parallel trail system are integral sustainable transportation options in the context of climate change, including the option of electrified rail for the sustainable movement of people and goods on the island;

THEREFORE BE IT RESOLVED That the Province of British Columbia take immediate actions to provide sufficient funding in a timely manner to restore the railway infrastructure of Vancouver Island and ensure that the corridor remains intact and available to future generations of indigenous and non-indigenous peoples.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Ben Isitt".

Councillor Isitt



Council Member Motion

For the Committee of the Whole Meeting of January 31, 2019

Date: January 30, 2019

From: Councillor Jeremy Loveday, Councillor Ben Isitt and Councillor Laurel Collins

Subject: Resolution: Shifting Investment to Low-Emission Transportation

Recommendations:

THAT Council endorse the following resolution for consideration at the 2019 annual conventions of the Association of Vancouver Island and Coastal Communities and Union of BC Municipalities, and directs staff to forward this resolution to member local governments requesting favourable consideration and resolutions of support:

Resolution: Shifting Investment to Low-Emission Transportation

WHEREAS the Prime Minister of Canada and the Premiers of BC and most provinces signed the Pan-Canadian Framework on Clean Growth and Climate Change in 2016, endorsing a policy shift that could substantially reduce greenhouse gas (GHG) pollution from transportation while funding public transit improvements, including inter-city and commuter bus and rail service;

AND WHEREAS the transportation sector is the second-largest contributor of GHG pollution in Canada, representing 23% of total emissions;

THEREFORE BE IT RESOLVED that local governments call on the Governments of Canada and British Columbia to fully implement their commitment in the Pan-Canadian Framework on Clean Growth and Climate Change, to shift investments "from higher to lower-emitting types of transportation".

Respectfully submitted,

Handwritten signature of Councillor Jeremy Loveday in blue ink.

Councillor Loveday

Handwritten signature of Councillor Ben Isitt in blue ink.

Councillor Isitt

Handwritten signature of Councillor Laurel Collins in blue ink.

Councillor Collins



Council Member Motion

For the Committee of the Whole Meeting of January 31st, 2019

Date: January 29th, 2019

From: Councillor Jeremy Loveday and Councillor Ben Isitt

Subject: Resolution: Protection of Old Growth Forests on Vancouver Island

Recommendations:

THAT Council endorse the following resolution for consideration at the 2019 annual convention of the Association of Vancouver Island and Coastal Communities, and directs staff to forward this resolution to member local governments requesting favourable consideration and resolutions of support:

Resolution: Protection of Old Growth Forests

And whereas old-growth forest has significant economic, social and environmental value as wildlife habitat, tourism resource, carbon sink and much more;

And whereas old-growth forest is increasingly rare on Vancouver Island and current plans on provincial Crown land call for logging the remaining old-growth forest, outside of protected areas, Old-Growth Management Areas, and similar reserves, over the next 10-20 years:

Therefore be it resolved that the old-growth forest on provincial Crown Land on Vancouver Island be protected from logging;

And be it further resolved that the Provincial government amend the Vancouver Island Land Use Plan to protect all of Vancouver Island's remaining old growth forest on provincial Crown land.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "J. Loveday".

Councillor Loveday

A handwritten signature in blue ink, appearing to read "B. Isitt".

Councillor Isitt



Council Member Motion
For the Committee of the Whole Meeting of January 31, 2019

Date: January 30, 2019

From: Councillor Dubow, Councillor Collins and Councillor Potts

Subject: To seek Council support to allow Permanent Residents to vote in BC municipal elections.

Recommendation:

THAT Council endorse the following resolution and direct staff to forward copies to the Premier of British Columbia, the Ministry of Municipal Affairs and Housing, the Association of Vancouver Island and Coastal Communities (AVICC) Annual Convention, the Union of British Columbia Municipalities (UBCM) Annual Convention, and member local governments and regional districts within the Capital Region, AVICC and UBCM, requesting favourable consideration and resolutions of support:

Resolution: Permanent Residents to vote in BC municipal elections.

WHEREAS the Province of British Columbia has the governing authority to implement electoral legislative changes including allowing for Permanent Residents to vote in municipal elections;

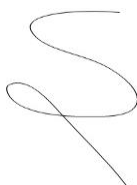
AND WHEREAS more than 45 countries have granted Permanent Residents some form of voting rights — including seven jurisdictions in the U.S. and 25 European Union countries; and 11 municipalities in Canada are working toward extending local election voting rights to Permanent Residents;

THEREFORE BE IT RESOLVED THAT the Province of British Columbia to make the necessary changes to allow Permanent Residents to vote in municipal elections in Victoria and other municipalities.

Respectfully Submitted,

A stylized, cursive handwritten signature in black ink, appearing to be 'SD'.

Sharmarke Dubow

A simple, cursive handwritten signature in black ink, appearing to be 'S'.

Sarah Potts

A cursive handwritten signature in black ink, clearly legible as 'Laurel Collins'.

Laurel Collins